

**IAC MEETING**

**Thursday, September 15, 2016**

Annapolis  
House of Appropriations, Room 120  
9:00 a.m. – 11 a.m.

**AGENDA**

**ITEMS FOR APPROVAL AND DISCUSSION**

**INTRODUCTION**

Section I – Approval of Minutes..... 1-10

Section II – Discussion Items and Deferred Items

- A. FY 2015 and FY 2016 Maintenance Survey Reports..... 11-12
- B. Baltimore County – Request for Waiver to Solicit Bids for Air Conditioning Projects Prior to Project Approval by Board of Public Works ..... 13-24
- C. Executive Director Position ..... 25-41
- D. Funding Public School Construction in Maryland..... 42

Section III – Approval of Contracts..... 43-61

Section IV – Approval of Sites

- A. Frederick County – Lansdale Development East County ES Site..... 62-68

Section V – Approval of Property Transfers

- A. Cecil County – Board of Education Central Offices (201 Booth Street) ..... 69
- B. Cecil County – Maintenance and Operations Building (203 Booth Street)..... 70
- C. Carroll County – Charles Carroll Elementary School ..... 71-73
- D. Carroll County – North Carroll High School ..... 74-76

Section VI – Approval of Accounting Adjustments

- A. Audit Exceptions ..... 77
- B. Project Allocation Reversions ..... 78-79
- C. Cancellation of Contract Award ..... NONE
- D. Closed Projects..... 80-83

Section VII – Approval of Other Items ..... NONE

Section VIII (A) – Information: Change Orders ..... NONE

Section VIII (B) – Information: Property Transfer ..... NONE

Section VIII (C) – Information: Other/ Name Change/Educational Function..... 84

Section IX Fund Adjustments ..... NONE

**SECTION I - APPROVAL OF THE MINUTES**

August 22, 2016 -

SECTION III - Approval of Contracts

Anne Arundel County – North Glen Elementary

PSC # 02.118.17 LPC

Project Type: K Addition

Contract #1 (1 contract)

Change Account to Decrease from \$79,647 to \$41,209

Add Note:

4) Retain \$38,438 for additional contract.

March 31, 2016 -

SECTION III - Approval of Contracts

Allegany County – Allegany High

PSC # 01.038.06/15/17 LPC

Project Type: Replacement

Contract #1 (1 contract)

Change PSC # from 01.038.17 LPC to 01.038.06/15/17 LPC

Change Local Funding from \$44,983,000 to \$26,541,000

Change State Funding from \$5,800,000 to \$24,242,000

Change Note:

5) BPW approval 12/31/15; State funding available FY 2017 to Increase in State funding due to additional allocation provided in the FY 2017 CIP.

March 31, 2016 -

SECTION III - Approval of Contracts

Harford County – Darlington Elementary

PSC # 12.056.17 SR

Project Type: Systemic Renovation

HVAC Replacement

Change PSC # from 12.056.15/17 SR to 12.056.17 SR

Change Account to Decrease from \$0 to \$74,749

Delete Note:

3) BPW approval 1/27/16; State funding available FY 2017.

**SECTION I - APPROVAL OF THE MINUTES - cont'd**

February 18, 2016 -

SECTION III - Approval of Contracts

Charles County – Daniel of St. Thomas Jenifer Elementary

PSC # 08.025.16/17 LPC

Project Type: K Addition/Renovation

Contract #1 (1 contract)

Change PSC # from 08.025.16 LPC to 08.025.16/17 LPC

Change Local Funding from \$1,383,872 to \$928,120

Change State Funding from \$950,000 to \$1,404,752

Change Contingency for Change Orders from \$0 to \$35,119

Change Account to Decrease from \$0 to \$9,129

Change Note:

- 4) Project eligible for balance of funding in the FY 2017 CIP to Increase in State funding due to balance of allocation provided in the FY 2017 CIP.

February 18, 2016 -

SECTION III - Approval of Contracts

Charles County – Mary H. Matula Elementary

PSC # 08.032.16/17 LPC

Project Type: K Addition/Renovation

Contract #1 (1 contract)

Change PSC # from 08.032.16 LPC to 08.032.16/17 LPC

Change Local Funding from \$2,364,000 to \$1,847,000

Change State Funding from \$950,000 to \$1,467,000

Change Note:

- 4) Project eligible for balance of funding in the FY 2017 CIP to Increase in State funding due to balance of allocation provided in the FY 2017 CIP.

August 20, 2015 -

SECTION III - Approval of Contracts

Baltimore County – Westowne Elementary

PSC# 03.159.13/16/17 LPC

Project Type: Replacement

Contract #1 (13 contracts)

Change PSC # from 03.159.13/16 LPC to 03.159.13/16/17 LPC

Change Local Funding from \$20,303,706 to \$19,659,706

Change State Funding from \$10,628,000 to \$11,272,000

Change Note:

- 3) Project eligible for balance of funding in a future fiscal year to Increase in State funding due to balance of allocation provided in the FY 2017 CIP.

July 31, 2015 -

SECTION III - Approval of Contracts

Frederick County – Frederick High

PSC # 10.009.15/16/17 LPC

Project Type: Replacement

Contract #1 (17 contracts)

Change PSC # from 10.009.15/16 LPC to 10.009.15/16/17 LPC

Change Local Funding from \$78,023,362 to \$64,152,362

Change State Funding from \$19,413,000 to \$33,284,000

Add Note:

- 4) Increase in State funding due to additional allocation provided in the FY 2017 CIP.

June 9, 2015-

SECTION III - Approval of Contracts

Howard County – Wilde Lake Middle

PSC # 13.060.16/17 LPC

Project Type: Replacement

Contract #1 (13 contracts)

Change PSC # from 13.060.16 LPC to 13.060.16/17 LPC

Change Local Funding from \$20,904,893 to \$18,848,893

Change State Funding from \$13,303,000 to \$15,359,000

Change Note:

- 5) Project eligible for balance of funding in a future fiscal year to Increase in State funding due to balance of allocation provided in the FY 2017 CIP.

June 9, 2015 -

SECTION III - Approval of Contracts

Montgomery County – Clarksburg Damascus Middle

PSC # 15.276.17/17EGRC LPC

Project Type: New

Contract #1 (14 contracts)

Change PSC # from 15.276.16 LP to 15.276.17/17EGRC LPC

Change Local Funding from \$42,650,000 to \$37,655,000

Change State Funding from \$0 to \$4,995,000

Add Note:

- 6) Increase in State funding due to partial allocation provided in the FY 2017 CIP.

**SECTION I - APPROVAL OF THE MINUTES - cont'd**

December 4, 2014 -

SECTION III - Approval of Contracts

Anne Arundel County – Severna Park High  
PSC # 02.005.11/15/16/16EGRC/17 LPC  
Project Type: Replacement

Contract #2 (1 contract)

Change PSC # from 02.005.15 LPC to 02.005.11/15/16/16EGRC/17 LPC

Change Local Funding from \$7,825,167 to \$6,540,919

Change State Funding from \$0 to \$1,284,248

Change Note:

- 3) Project is eligible for additional funding in a future fiscal year to Increase in State funding due to balance of allocation provided in the FY 2017 CIP.

December 4, 2014 -

SECTION III - Approval of Contracts

Maryland School for the Blind – Autistic Blind Dormitory Building  
PSC # 25.001.13/15/16/17 LPC  
Project Type: Replacement

Contract #1 (1 contract)

Change PSC # from 25.001.13/15/16 LPC to 25.001.13/15/16/17 LPC

Change Local Funding from \$3,492,755 to \$3,425,755

Change State Funding from \$12,093,000 to \$12,160,000

Change Note:

- 5) Increase in State funding due to additional allocation provided in the FY 2016 CIP to Increase in State funding due to additional allocation provided in the FY 2016 CIP and balance of allocation provided in the FY 2017 CIP.

Delete Note:

- 6) Project eligible for funding in a future fiscal year.

December 4, 2014 -

SECTION III - Approval of Contracts

Maryland School for the Blind – Autistic Blind Education Building  
PSC # 25.001.13/15/16/17 LPC  
Project Type: Replacement

Contract #1 (1 contract)

Change PSC # from 25.001.13/15/16 LPC to 25.001.13/15/16/17 LPC

Change Local Funding from \$4,042,640 to \$1,930,140

Change State Funding from \$11,256,000 to \$13,368,500

Change State Contingency for Change Orders from \$0 to \$334,213

Change Account to Decrease from \$0 to \$287

Change Note:

- 4) Increase in State funding due to additional allocation provided in the FY 2016 CIP to Increase in State funding due to additional allocation provided in the FY 2016 CIP and balance of allocation provided in the FY 2017 CIP.

Delete Note:

- 5) Project eligible for funding in a future fiscal year.

October 16, 2014 -

SECTION III - Approval of Contracts

Washington County – Jonathan Hager (West City) Elementary  
PSC # 21.055.15/16/17 LPC  
Project Type: New

Contract #1 (1 contract)

Change PSC # from 21.055.15/16 LPC to 21.055.15/16/17 LPC

Change Local Funding from \$5,276,200 to \$4,879,502

Change State Funding from \$11,047,000 to \$11,443,698

Change State Contingency for Change Orders from \$0 to \$286,092

Change Account to Decrease from \$0 to \$210

Change Note:

- 3) Increase in State funding due to additional allocation provided in the FY 2016 CIP to Increase in State funding due to additional allocation provided in the FY 2016 CIP and balance of allocation provided in the FY 2017 CIP.

Delete Note:

- 4) Project eligible for additional funding in a future fiscal year.

**SECTION I - APPROVAL OF THE MINUTES - cont'd**

September 11, 2014 -

SECTION III - Approval of Contracts

Caroline County – Preston Elementary

PSC # 05.008.07/13/14/16/17 LPC

Project Type: Renovation/Addition

Contract #1 (1 contract)

Change PSC # from 05.008.07/13/14/16 LPC to 05.008.07/13/14/16/17 LPC

Change Local Funding from \$5,376,104 to \$5,340,104

Change State Funding from \$10,888,000 to \$10,924,000

Change Note:

- 4) Increase in State funding due to additional allocation provided in the FY 2016 CIP to Increase in State funding due to additional allocation provided in the FY 2016 CIP and balance of allocation provided in the FY 2017 CIP.

Delete Note:

- 5) Project eligible for balance of funding in a future fiscal year.

June 12, 2014 -

SECTION III - Approval of Contracts

Cecil County – Perryville Elementary

PSC # 07.020.15/16/17 LPC

Project Type: Renovation

Contract #1 (1 contract)

Change PSC # from 07.020.15/16 LPC to 07.020.15/16/17 LPC

Change Local Funding from \$9,503,510 to \$8,599,040

Change State Funding from \$6,749,530 to \$7,654,000

Change Note:

- 3) Increase in State funding due to additional allocation provided in the FY 2016 CIP to Increase in State funding due to additional allocation provided in the FY 2016 CIP and balance of allocation provided in the FY 2017 CIP.

Delete Note:

- 4) Project eligible for balance of funding in a future fiscal year.

**SECTION I - APPROVAL OF THE MINUTES - cont'd**

May 22, 2014 -

SECTION III - Approval of Contracts

Anne Arundel County – Severna Park High  
PSC # 02.005.11/15/16/16EGRC/17 LPC  
Project Type: Replacement

Contract #1 (16 contracts)

Change PSC # from 02.005.15/16/16EGRC LPC to  
02.005.11/15/16/16EGRC/17 LPC

Change Local Funding from \$63,141,525 to \$50,853,821

Change State Funding from \$28,542,048 to \$40,829,752

Change Note:

- 3) Project eligible for additional funding in a future fiscal year to Retain \$1,284,248 for additional contracts.
- 5) Increase in State funding due to partial allocation provided in the FY 2016 CIP and as an amendment to the FY 2016 CIP through the FY 2016 EGRC grant program to Increase in State funding due to partial allocation provided in the FY 2016 CIP, as an amendment to the FY 2016 CIP through the FY 2016 EGRC grant program and balance of funding provided in the FY 2017 CIP.

May 22, 2014 -

SECTION III - Approval of Contracts

St. Mary's County – Spring Ridge Middle  
PSC # 18.002.15/16/17 LPC  
Project Type: Limited Renovation/Addition

Contract #1 (1 contract)

Change PSC # from 18.002.15/16 LPC to 18.002.15/16/17 LPC

Change Local Funding from \$8,113,000 to \$8,024,000

Change State Funding from \$12,841,000 to \$12,930,000

Change Note:

- 4) Increase in State funding due to additional allocation provided in the FY 2016 CIP to Increase in State funding due to additional allocation provided in the FY 2016 CIP and balance of allocation provided in the FY 2017 CIP.

Delete Note:

- 5) Project eligible for balance of funding in a future fiscal year.

**SECTION I - APPROVAL OF THE MINUTES - cont'd**

January 23, 2014 -

SECTION III - Approval of Contracts

Montgomery County – Candlewood Elementary  
PSC # 15.111.17/17EGRC LPC  
Project Type: Replacement

Contract #1 (13 contracts)

Change PSC # from 15.111.14 LP to 15.111.17/17EGRC LPC

Change Local Funding from \$22,915,854 to \$17,029,854

Change State Funding from \$0 to \$5,886,000

Change Note:

- 4) Project eligible for funding in a future fiscal year to Increase in State funding due to allocation provided in the FY 2017 CIP.

December 26, 2013 -

SECTION III - Approval of Contracts

Montgomery County – Rock Creek Forest Elementary  
PSC # 15.138.17/17EGRC LPC  
Project Type: Replacement

Contract #1 (13 contracts)

Change PSC # from 15.138.14 LP to 15.138.17/17EGRC LPC

Change Local Funding from \$24,751,203 to \$16,260,919

Change State Funding from \$0 to \$8,490,284

Change Account to Decrease from \$0 to \$321,716

Change Note:

- 4) Project eligible for funding in a future fiscal year to Increase in State funding due to allocation provided in the FY 2017 CIP.

September 27, 2013 -

SECTION III - Approval of Contracts

Montgomery County – William Wims Elementary  
PSC # 15.274.15/17 LPC  
Project Type: New

Contract #1 (15 contracts)

Change Project Name from Clarksburg Cluster Elementary to William Wims Elementary

Change PSC # from 15.274.14 LP to 15.274.15/17 LPC

Change Local Funding from \$21,754,982 to \$13,365,739

Change State Funding from \$0 to \$8,389,243

Change Account to Decrease from \$0 to \$195,757

Change Note:

- 3) Project eligible for funding in a future fiscal year to Increase in State funding due to allocation provided in the FY 2017 CIP.

Add Note:

- 4) Contingency removed per LEA request.

**SECTION I - APPROVAL OF THE MINUTES - cont'd**

June 27, 2013 -

SECTION III - Approval of Contracts

Montgomery County – Gaithersburg High  
PSC # 15.130.14/16/16EGRC/17 LPC  
Project Type: Replacement

Contract #1 (19 contracts)

Change PSC # from 15.130.16/16EGRC LPC to  
15.130.14/16/16EGRC/17 LPC

Change Local Funding from \$68,938,146 to \$58,739,146

Change State Funding from \$24,464,994 to \$34,662,994

Change Note:

- 5) Increase in State funding due to partial allocation provided in the FY 2016 CIP and an amendment to the FY 2016 CIP to Increase in State funding due to partial allocation provided in the FY 2016 CIP, an amendment to the FY 2016 CIP through the FY 2016 EGRC grant program and additional allocation provided in the FY 2017 CIP.

June 27, 2013 -

SECTION III - Approval of Contracts

Montgomery County – Bel Pre Elementary  
PSC # 15.206.17 LPC  
Project Type: Replacement

Contract #1 (14 contracts)

Change PSC # from 15.206.14 LP to 15.206.17 LPC

Change Local Funding from \$23,884,182 to \$18,131,182

Change State Funding from \$0 to \$5,753,000

Change Note:

- 3) Project eligible for funding in a future fiscal year to Increase in State funding due to allocation provided in the FY 2017 CIP.

**SECTION I - APPROVAL OF THE MINUTES - cont'd**

June 14, 2013 -

SECTION III - Approval of Contracts

Charles County – St. Charles High (New H. #2013)

PSC # 08.046.07/11/12/13/14/15/16/17 LPC

Project Type: New

Contract #2 (1 contract)

Change PSC # from 08.046.07/11/12/13/14/15/16 LP to 08.046.07/11/12/13/14/15/16/17 LPC

Change Local Funding from \$21,570,574 to \$21,446,765

Change State Funding from \$42,610,029 to \$42,733,838

Change Note:

- 4) Increase in State funding due to an amendment to the FY 2012 CIP and additional allocation provided in the FY 2013 CIP, FY 2014 CIP, FY 2015 CIP and FY 2016 CIP to Increase in State funding due to an amendment to the FY 2012 CIP; additional allocation provided in the FY 2013 CIP, FY 2014 CIP, FY 2015 CIP and FY 2016 CIP and balance of allocation provided in the FY 2017 CIP.

Delete Note:

- 5) Project eligible for balance of funding in a future fiscal year.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:					
	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**A. MAINTENANCE INSPECTION PROGRAM:**

**FY 2015 Annual Maintenance Survey Report**

The IAC is requested to review the attached report entitled “Maintenance of Maryland’s Public School Buildings” for FY 2015. This report has been submitted to both the Department of Budget and Management (DBM) and the Governor’s Legislative Office (GLO) as required. Upon acceptance this report will be submitted to the General Assembly and to the Board of Public Works. If we receive any comments requiring edits from DBM, GLO, or the IAC, we will revise as necessary and submit to the IAC at a subsequent date.

**Status of FY 2016 Annual Maintenance Inspection Reports**

The annual report entitled “Maintenance of Maryland’s Public School Buildings” for FY 2016 is currently being completed. The report is scheduled to be in final form by October 1, 2016. A request for extension is not anticipated at this time.

**FY 2017 Maintenance Inspections**

As reported at the August 30, 2016 IAC meeting, the staff of the Public School Construction Program has done due diligence by studying a revised approach to achieving effective results. The attached report (Attachment 1) showing a method of differential accountability uses data on inspection results from the five fiscal years beginning in FY 2010 to select LEAs that have not received a high percentage of Superior and Good results. Accordingly, PSCP will focus its evaluation of maintenance on those LEAs that have achieved lesser results. Other school systems will also be inspected, even if they have scored high, if there has been recent interest in a particular area of their school maintenance. PSCP will conduct the same number of inspections as last year, which was 220 plus re-inspections, and will evaluate at midpoint through the inspection year to review progress.

FOR INFORMATION ONLY  
NO ACTION REQUIRED



# Maintenance of Maryland's Public School Buildings

STATE OF MARYLAND  
PUBLIC SCHOOL CONSTRUCTION PROGRAM

FY 2015 Annual Report

September 6, 2016



## **BOARD OF PUBLIC WORKS**

Larry Hogan, Governor  
Peter Franchot, Comptroller  
Nancy K. Kopp, Treasurer

## **INTERAGENCY COMMITTEE ON SCHOOL CONSTRUCTION**

Karen Salmon, State Superintendent of Schools  
Ellington Churchill, Secretary, Maryland Department of General Services  
Wendi Peters, Secretary, Maryland Department of Planning  
Barbara Hoffman, Member of the Public  
John Bohanan, Member of the Public

Joan Schaefer, Acting Executive Director

Public School Construction Program  
200 West Baltimore Street  
Baltimore, Maryland 21201-2595  
410-767-0617

The following individuals within the Public School Construction Program have made dedicated contributions of time and effort to the Maintenance Inspection Program and the development of this annual report:

William Levy, Program Manager – Maintenance Inspection Section  
Trina Narivanchik, Administrative Officer – Maintenance Inspection Section  
Rick Bohn, Maintenance Inspector – Maintenance Inspection Section  
Emilee Blackburn, Office Secretary

## TABLE OF CONTENTS

I. Public School Maintenance in Maryland	
A. Background	1
B. The Current Public School Maintenance Inspection Program	3
Table A: Maintenance Survey Results, Fiscal Years 1981-2015	5
II. The Survey: Fiscal Year 2015	
A. Procedures and Methods	6
B. FY 2015 Survey Results	7
Table B: FY 2015 Maintenance Survey Results	9
Sample Survey Sheet	15
FY 2015 LEA Maintenance Survey Results:	
A District-by-District Overview	18



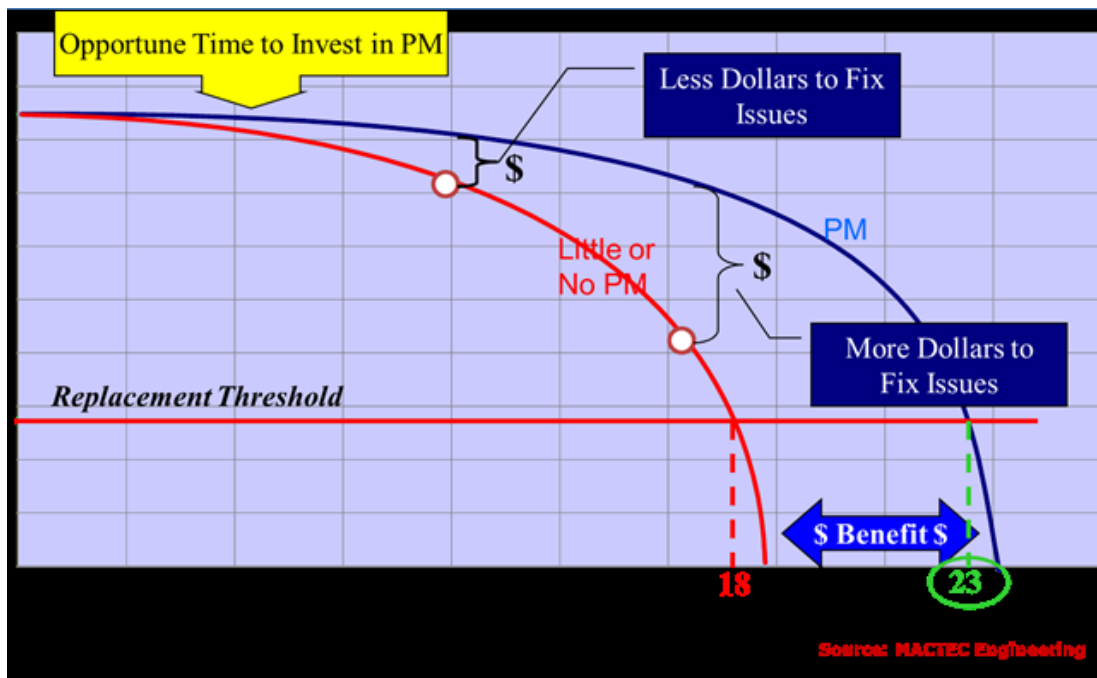
## I. PUBLIC SCHOOL MAINTENANCE IN MARYLAND

### A. BACKGROUND

#### Facility Maintenance and Condition: A Reciprocal Relationship

The Maryland General Assembly, the Board of Public Works (BPW), and the Interagency Committee on School Construction (IAC), the entity that administers the Public School Construction Program (PSCP), have a strong interest in the proper maintenance of Maryland's public school facilities. For all types of facilities, the useful life of the structure is greatly extended through a preventive maintenance program that protects the asset and corrective maintenance activities that address emergent deficiencies. Good maintenance defers the need for repairs and major renovation, and reduces the cost of renovation when it is eventually needed. Regular maintenance ensures that the operation of the building, including its energy efficiency, will remain optimal even under adverse weather conditions. For schools in particular, good maintenance helps to protect the health of young students and establishes an environment in which the focus of administrators, teachers, and the students themselves can remain on learning, rather than on the building.

The reciprocity between maintenance and facility condition is expressed conceptually in the following chart, which shows how the anticipated service life of a building asset will be reduced if maintenance is inadequate.<sup>1</sup> The curving blue and red lines represent the condition of the asset. As with any physical asset, the condition will decline over time even when maintenance is adequate (blue line); with inadequate maintenance, the decline will be accelerated (red line). The service life of this hypothetical asset will be reduced from 23 years to 18 years if preventive maintenance is not applied.



<sup>1</sup> Council of the Great City Schools, "Reversing the Cycle of Deterioration in the Nation's Public School Buildings," October 2014, p. 13.

The reciprocal relationship between maintenance and capital investment is widely recognized in the literature, by industry leaders, and by Maryland's local educational agencies (LEAs). Just as good maintenance reduces and defers the need for capital improvements, timely and appropriate capital investment can significantly reduce the owner's daily maintenance burden, allowing resources to be used for programmatic improvements, energy-saving enhancements, or other purposes. To the extent that funding is provided to renovate or replace older schools, a school system's backlog of deferred maintenance items is also reduced. A comprehensive or partial renovation is generally a more efficient way to address building deficiencies than the upgrade or replacement of individual building systems, and it results in a building that is better suited to support the educational program. Nevertheless, in times of fiscal constraint a well-planned, sequenced series of system upgrades may still be an effective option. The local board's Educational Facilities Master Plan (EFMP), Comprehensive Maintenance Plan (CMP), and annual Capital Improvement Program (CIP) should be coordinated to ensure that maintenance-related capital projects are properly sequenced in relation to other facility needs that support the board's educational objectives, specifically projects for enrollment capacity and projects that address educational program requirements.

### **The Public School Construction Program Maintenance Inspection Program**

Established in 1971, the PSCP has had a long involvement with the maintenance of schools. In the summer of 1973, the BPW directed the IAC to conduct a comprehensive maintenance review of all operating public schools. The results revealed that about 21 percent of the State's 1,259 then-operative schools were in poor or fair condition. To improve upon those findings, comprehensive maintenance guidelines were developed by the IAC and approved by the BPW in 1974. When the *Public School Construction Program Administrative Procedures Guide* (APG) was approved by the IAC in 1981, it included a section on maintenance. A new APG was issued by the IAC in September 1994, containing a revised Section 800 - Maintenance. It describes the procedures for development of a local CMP, required to be submitted by each of the LEAs to the IAC and the local governments prior to October 15 of each year. A well-conceived CMP provides an overview of the policies of the local board and a compendium of good maintenance practices; uses metrics to determine if maintenance is being performed as required; addresses the planning, funding, reporting, and compliance monitoring of school maintenance; and lists the highest priority capital and repair projects, with the anticipated funding source for each project. The requirement to submit an annual CMP is found in the regulations of the PSCP (COMAR 23.03.02.18).

Parallel to the development of the maintenance procedures, in 1980 the BPW directed the IAC to conduct a full maintenance survey of selected public schools in Maryland. The survey was performed by technical staff assigned to the PSCP by the Department of General Services (DGS). Its initial purpose was to assess the quality of local maintenance programs in approximately 100 school facilities that had benefited from State school construction funding. Subsequently, this survey was authorized to become an annual activity and was expanded to include schools that had not received assistance under the Program. Table A on Page 5 of this document shows the ratings for all inspections made during the thirty-five fiscal years in which the surveys have been conducted, as well as the percentage of schools associated with each rating. Of the 4,579 school surveys conducted between FY 1981 and FY 2015, 2,560 (56%) received the highest rating categories of *Superior* and *Good*, while 246 (5%) received ratings of *Not Adequate* and 36 (1%) received ratings of *Poor*. The remaining 1,737 (38%) schools received *Adequate* ratings. Since FY 2008, 36 of the total number of surveys were re-inspections of facilities that had received ratings of *Not Adequate* or *Poor* in a previous year.

Maryland's General Assembly and the Administration provided \$3.3 billion in capital funding between fiscal years 2006 and 2015 for public school construction. While Maryland does not have reconciled data on the total deferred maintenance of all schools in the state, it can safely be said that without the State funding and the matching contributions of the local governments, the total backlog of deferred maintenance would be far greater than it is today.<sup>2</sup> LEAs repeatedly mention how State-funded CIP systemic renovation and smaller Aging Schools Program (ASP) and Qualified Zone Academy Bond (QZAB) projects not only improve their buildings, but allow their staff to operate in a more efficient manner.

## **B. THE CURRENT PUBLIC SCHOOL MAINTENANCE INSPECTION PROGRAM**

In July 2005, the Capital Debt Affordability Committee (CDAC), consisting of the State Treasurer, the Comptroller, the Secretary of the Department of Budget and Management, the Secretary of Transportation, and a public member requested the IAC to develop recommendations to ensure that Maryland's large investment in school facilities will be well protected through good maintenance practices. Since August 2005 the IAC has implemented a series of practices which are described below:

- The maintenance survey function was transferred from DGS to the PSCP beginning in FY 2007, a recommendation that was approved by the General Assembly in the 2006 session. Subsequently, the PSCP hired two full-time school maintenance inspectors with experience in the fields of building maintenance, operations and construction. The inspectors conduct approximately 220 to 230 new school surveys in 24 school systems per year, as well as re-inspections of schools surveyed in a prior fiscal year that received ratings of *Not Adequate* or *Poor*.<sup>3</sup> They prepare the survey reports to be sent to the LEAs, review the responses, and perform follow-up inspections on those schools which received *Poor* or *Not Adequate* ratings.
- An internal goal was established by the PSCP to inspect each school in Maryland once every six years. Because of a reduced number of inspections conducted in FY 2009 and FY 2010, the completion of the first round was therefore delayed by approximately one half of a fiscal year; the inspections conducted in FY 2013 included both 1<sup>st</sup> and 2<sup>nd</sup> round schools. The second six-year round of inspections is anticipated to be completed in 2019.<sup>4</sup>
- The maintenance inspection information is a component of an internal PSCP database. The Facilities Inventory database contains all pertinent data associated with each school facility in the State, making it a valuable resource for the analysis of statewide maintenance practices as well as a permanent record of each building. A linked maintenance inspection database also provides the ability to compile inspection data into useful reports. In conjunction with consistent inspection and reporting methods, it

2 A statewide facility assessment study performed by a third party would be needed to capture accurate data on the total deferred maintenance backlog (as well as other information, e.g. educational adequacy). Using a recent figure of \$.08/sf from Colorado, such a study would cost approximately \$11 million to assess all 138 million square feet in Maryland schools, and approximately \$5.7 million to assess the 71.7 million square feet that has not been renovated since 1990 (i.e., square footage that has not been renovated within the last 25 years). The Colorado figure may not reflect costs in the mid-Atlantic states, or the full scope that is needed for Maryland schools.

3 Inspections are not conducted for facilities on the campus of the Maryland School for the Blind (MSB), which is eligible for State school construction funding.

4 In FY 2009 the number of inspections was reduced to 145 (138 new, 7 re-inspections) and in FY 2010 to 187 (182 new, 5 re-inspections) to accommodate the budgetary constraints. The target of 230 inspections was restored for FY 2011.

allows the PSCP to observe changes in the overall maintenance performance of the LEAs, and to identify specific categories where maintenance practices need improvement.

- As in past years, this FY 2015 Annual Report includes a brief evaluation of the maintenance practices of each LEA. This approach highlights specific maintenance issues and furthers the dissemination of maintenance best practices throughout the state.
- In response to a requirement of the General Assembly, the IAC issued “Guidelines for Maintenance of Public School Facilities in Maryland” in May 2008. The Guidelines are available on the PSCP website at [www.pscp.state.md.us](http://www.pscp.state.md.us).

In addition to these actions, the IAC continues to strengthen the alignment between the maintenance inspection program and the annual Public School Construction CIP:

- Since the FY 2010 CIP, LEAs have been required to include the three most recent roof inspection reports as a threshold condition for approval of roof replacement projects. IAC staff members have raised questions about several requests that appear to demonstrate premature failure of roofs and mechanical equipment due to poor maintenance.
- LEAs have been encouraged to enlarge the scope of certain systemic renovation projects in order to address deficiencies such as insufficient electrical power, which is typically manifested in a maintenance inspection as excessive use of extension cords and power strips that overload circuits and generate tripping hazards.
- The staff of the IAC discusses maintenance budgets and staffing with LEAs in the annual October meetings on the CIP.
- Members of the IAC routinely raise the subject of maintenance during the annual meeting in December at which local superintendents and their staff appeal staff recommendations for CIP funding.

Because of the prestige and practical importance placed on State funding and the high level of visibility of the entire CIP process, it is anticipated that the consistent linkage of maintenance and CIP funding by the IAC will assist local boards, as well as the governments that support their operating budgets, to sustain the staff and other resources needed for effective maintenance programs throughout the state.

**TABLE A: MAINTENANCE SURVEY RESULTS FISCAL YEARS 1981-2015****NUMBER OF SCHOOL SURVEYS PERFORMED WITH RATINGS AND PERCENTAGES**

Fiscal Year	Superior/Good	Adequate	Not Adequate	Poor	Total	Resurveys included in total
1981	13	80	7	0	100	
1982	25	67	8	2	102	
1983	56	33	14	3	106	
1984	59	30	16	7	112	
1985	28	55	20	4	107	
1986	36	40	19	6	101	
1987	41	44	17	3	105	
1988	54	39	10	0	103	
1989	44	38	15	3	100	
1990	60	35	7	1	103	
1991	53	52	4	1	110	
1992	39	56	7	3	105	
1993	45	52	4	0	101	
1994	41	57	6	0	104	
1995	51	54	1	0	106	
1996	46	49	3	1	99	
1997	51	47	4	0	102	
1998	53	45	3	0	101	
1999	46	55	2	0	103	
2000	47	38	0	0	85	
2001	49	54	0	0	103	
2002	73	19	7	1	100	
2003	94	30	0	0	124	
2004	29	5	3	0	37	
2005	65	29	5	0	99	
2006	59	40	1	0	100	
2007	161	62	10	0	233 <sup>(1)</sup>	
2008	151	89	10	0	250	10
2009	69	71	5	0	145 <sup>(2)</sup>	7
2010	130	54	3	0	187 <sup>(2)</sup>	5
2011	162	66	4	1	233	3
2012	184	47	3	0	234	5
2013	162	60	10	0	232	
2014	148	70	8	0	226	5
<b>2015</b>	<b>136</b>	<b>75</b>	<b>10</b>	<b>0</b>	<b>221</b>	<b>1</b>
Total Ratings	2560	1737	246	36	4579	
<b>Total Percentages</b>	<b>55.91%</b>	<b>37.93%</b>	<b>5.37%</b>	<b>0.79%</b>	<b>100%</b>	

(1) Increase associated with engagement of two full-time inspectors in the Public School Construction Program.

(2) Temporary reduction in number of inspections due to budgetary constraints.

## II. THE SURVEY: FISCAL YEAR 2015

### A. PROCEDURES AND METHODS

- The FY 2015 surveys were conducted by the IAC's two full-time maintenance inspectors. The surveys were performed between September 2014 and June 2015.
- 221 public schools were selected to be surveyed from the 24 school systems throughout the state. Included was one school that was re-inspected because it had received a rating of *Not Adequate* in FY 2012.
- In order to update the existing backlog, the choice of the schools to be inspected in FY 2015 was largely based on the oldest inspection dates in our records. The 221 schools selected in FY 2015 represented approximately 19 million square feet of public school space. Some of the buildings date back to the early 20<sup>th</sup> century, while others were recently constructed. The remaining original square footage at one school was constructed in 1896. Many of the schools have received complete renovations, additions or systemic upgrades.
- After selecting the schools to be surveyed, the PSCP notified each LEA and scheduled a time and date to meet at the facility. The LEA was usually notified two weeks prior to the survey date. Generally, a facility maintenance representative or a member of the school staff accompanied the inspectors to answer questions and assist with access to secured areas.
- During each survey, the inspectors examined 35 different components and building systems, such as roofing, HVAC, electrical equipment and parking lots (see Sample Survey Form, pages 15-17). Each category was scored based on a combination of various observations and considerations: condition, performance, efficiency, preventive maintenance record and life expectancy of the various components and systems. The inspectors' comments were recorded on the survey form.
  - Each of the 35 categories was evaluated and given a rating that ranged from *Poor* to *Superior*. Each rating was converted to a numerical score and multiplied by a predetermined factor or "weight". These weights were established by the IAC to indicate the impact that a failed or deficient component could have on life safety or health issues in the facility. Items not present in the facility or that could not be evaluated on the day of inspection were indicated as *Not Applicable*.

#### Scoring Levels:

- | <u>Point Range</u> |   | <u>Nomenclature</u> |
|--------------------|---|---------------------|
| 96 – 100           | - | <i>Superior</i>     |
| 86 – 95            | - | <i>Good</i>         |
| 76 – 85            | - | <i>Adequate</i>     |
| 66 – 75            | - | <i>Not Adequate</i> |
| 0 – 65             | - | <i>Poor</i>         |
- Weighting Values and Description
  - 3 - A serious and potentially urgent impact on safety and/or health
  - 2 - A serious but not immediate impact on safety and/or health
  - 1 - Less direct impact on safety and health

- Care is taken during the survey to ensure that the age or demographics of the school do not affect the survey scores. If a school is well maintained and clean, and has older equipment and components that are serviceable and not causing harm to other equipment and building components, it should receive a high score.
- Beginning in FY 2008, safety equipment and emergency preparedness plans were closely evaluated at each facility, as well as the accessibility of the Asbestos Management Plan that is required under federal legislation to be available in school facilities. In addition, since regulations require that semi-annual roofing inspections are to be completed and reports kept on file for the life of the building, LEAs were requested to provide their last three (3) roof inspection reports. At that time, it was found that many roof inspections were not recorded or had not been performed, creating a concern with regards to the warranty issued by the manufacturer. Warranties must be maintained in order to prevent unnecessary and costly premature replacement of the roof systems.
- A copy of each survey and a cover letter was sent to the school system's superintendent and facilities maintenance director. Any building system that was rated *Poor* or *Not Adequate* required a follow-up response from the LEA stating either that the problem had been repaired or describing the method of corrective action that was planned in the near future. Similarly, if a category rated *Superior*, *Good*, or *Adequate* showed a specific deficiency, a follow-up response was also required. Responses are typically required from the LEA within 30 days of receipt of the letter and surveys. Any school that scores an overall rating of *Not Adequate* or *Poor* is required to be repaired to an acceptable condition, or have its deficiencies reasonably addressed to the State's satisfaction, within a 60-day period, after which time a re-inspection is performed.

## **B. FY 2015 SURVEY RESULTS**

### **FY 2015 Ratings**

The specific ratings of schools surveyed in each school district are shown in Table B "FY 2015 Maintenance Survey Results", pages 9-14.

Of the 221 schools surveyed in FY 2015:

- 11 schools were rated as *Superior*
- 125 schools were rated as *Good*
- 75 schools were rated as *Adequate*
- 10 schools were rated as *Not Adequate*
- No schools were rated as *Poor*



**TABLE B: FY 2015 MAINTENANCE SURVEY RESULTS**

LEA / School Name	PSC #	School Type	Area (Square Feet)	Rating
<b>Allegany (4)</b>				
Center For Career & Technical Education	01.027	Career Tech	141,195	Adequate
Eckhart Alternative	01.013	Alternate	26,048	Good
Parkside Elementary	01.033	Elementary	34,601	Good
Westernport Elementary	01.024	Elementary	47,091	Good
			<b>248,935</b>	
<b>Anne Arundel (20)</b>				
Annapolis Elementary	02.034	Elementary	69,546	Good
Annapolis High	02.030	High	281,500	Adequate
Bates Middle	02.037	Middle	145,520	Adequate
Broadneck Elementary	02.023	Elementary	84,111	Good
Brock Bridge Elementary	02.093	Elementary	73,113	Good
Crofton Meadows Elementary	02.045	Elementary	78,618	Adequate
Crofton Woods Elementary	02.115	Elementary	81,879	Adequate
Deale Elementary	02.075	Elementary	53,444	Good
Four Seasons Elementary	02.010	Elementary	83,703	Good
Georgetown East Elementary	02.017	Elementary	80,399	Adequate
Germantown Elementary	02.132	Elementary	89,998	Good
Millersville Elementary	02.053	Elementary	45,994	Adequate
Point Pleasant Elementary	02.134	Elementary	95,925	Good
Richard Henry Lee Elementary	02.022	Elementary	61,000	Good
Ridgeway Elementary	02.090	Elementary	77,659	Good
Severn Elementary	02.043	Elementary	62,964	Good
Severna Park Elementary	02.052	Elementary	56,345	Good
South River High	02.099	High	295,900	Good
Studio 39	02.111	Middle/High	36,000	Good
Van Bokkelen Elementary	02.004	Elementary	70,525	Adequate
			<b>1,924,143</b>	
<b>Baltimore City (32)</b>				
Alexander Hamilton Elementary #145	30.068	Elementary	53,304	Adequate
Benjamin Franklin Building #239	30.099	High	98,846	Not Adequate
Callaway Elementary #251	30.257	Elementary	77,850	Adequate
Carver Vocational-Technical High CTE #454	30.113	Career Tech	232,638	Good
Dallas F. Nicholas Elementary #039	30.020	Elementary	70,456	Adequate
Dr. Martin Luther King, Jr. PK-8 #254	30.244	PreK-8	100,100	Not Adequate
Dr. Roland N. Patterson, Sr. Building #082	30.263	PreK-8	347,800	Not Adequate
Eutaw Marshburn Elementary #011	30.267	Elementary	106,878	Adequate
Fairmont-Harford Building #456	30.219	High	167,913	Adequate
Furley Elementary #206	30.256	Elementary	76,089	Adequate
Furman L. Templeton Elementary #125	30.061	Elementary	81,485	Adequate
Garrison Middle #042	30.182	Middle	149,627	Not Adequate
Gilmor Elementary #107	30.253	Elementary	77,290	Not Adequate
Guilford PK-8 #214	30.077	PreK-8	65,851	Adequate
Hampstead Hill Acad. PK-8 #047	30.025	PreK-8	58,113	Good
Harford Heights Building #036	30.019	Elementary	234,454	Adequate
Harlem Park PK-8 #035	30.277	PreK-8	69,163	Adequate
James McHenry Building #010	30.197	PreK-8	94,719	Adequate
Johnston Square Elementary #016	30.234	Elementary	88,403	Adequate
Joseph C. Briscoe Building #451	30.236	Middle/High	91,774	Not Adequate
Medfield Heights Elementary #249	30.258	Elementary	44,606	Adequate
Roland Park Elementary/Middle #233	30.092	PreK-8	180,600	Adequate

**TABLE B: FY 2015 MAINTENANCE SURVEY RESULTS**

LEA / School Name	PSC #	School Type	Area (Square Feet)	Rating
<b>Baltimore City (continued)</b>				
Rosemont PK-8 #063	30.127	PreK-8	78,500	Adequate
Sinclair Lane Elementary #248	30.193	Elementary	73,914	Adequate
Southside Bldg. #181 (form #180 Dr. Arnett J. Brown)	30.228	Middle/High	164,490	Not Adequate
The Historic Samuel Coleridge-Taylor Elem. #122	30.203	Elementary	110,981	Adequate
Thomas Johnson PK-8 #084	30.044	PreK-8	68,850	Good
Thurgood Marshall Bldg. #170 (form #77 Herring Run Jr)	30.264	Middle/High	269,975	Adequate
Walbrook Building #411	30.188	Middle/High	346,700	Adequate
Walter P. Carter PK-8 #134	30.064	PreK-8	75,465	Good
Woodhome PK-8 #205	30.196	PreK-8	66,325	Adequate
Yorkwood Elementary #219	30.205	Elementary	71,861	Not Adequate
			<b>3,895,020</b>	
<b>Baltimore County (25)</b>				
Arbutus Middle	03.048	Middle	138,600	Good
Catonsville Center for Alternative Studies	03.194	Alternate	45,595	Good
Cedarmere Elementary	03.166	Elementary	63,841	Good
Chadwick Elementary	03.125	Elementary	50,235	Good
Chapel Hill Elementary	03.067	Elementary	70,190	Adequate
Chatsworth Elementary	03.002	Special Ed.	76,085	Good
Chesapeake High	03.003	High	207,500	Adequate
Chesapeake Terrace Elementary	03.035	Elementary	48,380	Good
Cockeysville Middle	03.006	Middle	167,020	Good
Glenmar Elementary	03.175	Elementary	58,000	Adequate
Glyndon Elementary	03.030	Elementary	72,162	Adequate
Golden Ring Middle	03.107	Middle	119,350	Good
Hampton Elementary	03.168	Elementary	85,998	Superior
Hawthorne Elementary	03.152	Elementary	78,965	Good
Hereford Middle	03.097	Middle	132,530	Good
Hernwood Elementary	03.078	Elementary	59,400	Adequate
Maiden Choice	03.021	Special Ed.	52,685	Good
Orems Elementary	03.182	Elementary	51,870	Adequate
Overlea High	03.165	High	216,083	Adequate
Prettyboy Elementary	03.013	Elementary	57,464	Good
Reisterstown Elementary	03.106	Elementary	49,445	Good
Ridge Ruxton	03.195	Special Ed.	63,290	Good
Towson High	03.114	High	205,313	Adequate
Woodbridge Elementary	03.010	Elementary	53,870	Good
Woodlawn High	03.050	High	317,325	Adequate
			<b>2,541,196</b>	
<b>Calvert (4)</b>				
Calvert Elementary	04.004	Elementary	63,362	Good
Dowell Elementary	04.023	Elementary	70,435	Superior
Patuxent Elementary	04.018	Elementary	59,049	Good
Plum Point Elementary	04.015	Elementary	62,337	Superior
			<b>255,183</b>	
<b>Caroline (2)</b>				
Col. Richardson Middle	05.010	Middle	66,600	Good
Denton Elementary	05.003	Elementary	82,010	Good
			<b>148,610</b>	

## TABLE B: FY 2015 MAINTENANCE SURVEY RESULTS

LEA / School Name	PSC #	School Type	Area (Square Feet)	Rating
<b>Carroll (7)</b>				
Carrolltowne Elementary	06.014	Elementary	81,576	Good
Hampstead Elementary	06.022	Elementary	59,200	Good
Robert Moton Elementary	06.018	Special Ed.	85,743	Good
Westminster Elementary	06.003	Elementary	69,648	Good
Westminster High	06.042	High	355,760	Adequate
Westminster West Middle	06.036	Middle	135,733	Good
Winfield Elementary	06.023	Elementary	73,037	Good
			<b>860,697</b>	
<b>Cecil (5)</b>				
Cecilton Elementary	07.031	Elementary	35,321	Good
Conowingo Elementary	07.019	Elementary	44,696	Good
Holly Hall Elementary	07.037	Elementary	61,711	Superior
Kenmore Elementary	07.021	Elementary	35,225	Superior
Rising Sun Elementary	07.026	Elementary	62,496	Superior
			<b>239,449</b>	
<b>Charles (6)</b>				
Benjamin Stoddert Middle	08.002	Middle	105,800	Good
Daniel of St. Thomas Jenifer Elementary	08.025	Elementary	58,500	Good
Dr. Thomas L. Higdon Elementary	08.027	Elementary	52,000	Good
F.B. Gwynn Center	08.012	Special Ed.	50,238	Good
Mt. Hope/Nanjemoy Elementary	08.023	Elementary	42,780	Good
T C Martin Elementary	08.040	Elementary	54,349	Good
			<b>363,667</b>	
<b>Dorchester (2)</b>				
Dorchester Student Services Center	09.008	Alternate	51,300	Adequate
Sandy Hill Elementary	09.001	Elementary	64,000	Good
			<b>115,300</b>	
<b>Frederick (11)</b>				
Carroll Manor Elementary	10.066	Elementary	77,593	Good
Frederick High	10.009	High	242,646	Good
Gov Thos. Johnson High	10.057	High	312,533	Good
Gov Thos. Johnson Middle	10.059	Middle	126,700	Good
Lewistown Elementary	10.060	Elementary	50,898	Good
Liberty Elementary	10.035	Elementary	54,902	Good
Lincoln Elementary - A	10.003	Elementary	20,334	Good
Spring Ridge Elementary	10.049	Elementary	66,276	Good
Thurmont Elementary	10.015	Elementary	64,250	Good
Thurmont Middle	10.008	Middle	135,260	Good
Woodsboro Elementary	10.014	Elementary	28,557	Good
			<b>1,179,949</b>	
<b>Garrett (2)</b>				
Broad Ford Elementary	11.006	Elementary	64,360	Good
Crellin Elementary	11.012	Elementary	12,514	Good
			<b>76,874</b>	
<b>Harford (9)</b>				
Bakerfield Elementary	12.044	Elementary	65,691	Good
Bel Air Elementary	12.024	Elementary	49,748	Adequate

**TABLE B: FY 2015 MAINTENANCE SURVEY RESULTS**

LEA / School Name	PSC #	School Type	Area (Square Feet)	Rating
<b>Harford (continued)</b>				
Darlington Elementary	12.056	Elementary	24,237	Good
Forest Hill Elementary	12.043	Elementary	64,722	Good
Halls Cross Roads Elementary	12.036	Elementary	63,082	Good
John Archer Special Education	12.025	Special Ed.	63,984	Good
Magnolia Elementary	12.002	Elementary	59,900	Good
Norrisville Elementary	12.055	Elementary	37,417	Good
North Bend Elementary	12.031	Elementary	60,221	Good
			<b>489,002</b>	
<b>Howard (11)</b>				
Atholton Elementary	13.030	Elementary	52,666	Good
Bollman Bridge Elementary	13.039	Elementary	90,240	Good
Bryant Woods Elementary	13.079	Elementary	44,401	Good
Burleigh Manor Middle	13.046	Middle	102,663	Adequate
Bushy Park Elementary	13.085	Elementary	116,818	Superior
Clemens Crossing Elementary	13.034	Elementary	60,535	Good
Cradlerock School (PreK-8)	13.035	PreK-8	132,400	Good
Northfield Elementary	13.048	Elementary	77,772	Superior
Phelps Luck Elementary	13.024	Elementary	73,926	Good
Running Brook Elementary	13.066	Elementary	62,289	Good
West Friendship Elementary	13.032	Elementary	47,810	Good
			<b>861,520</b>	
<b>Kent (1)</b>				
Millington Elementary	14.001	Elementary	35,794	Good
			<b>35,794</b>	
<b>Montgomery (28)</b>				
Beall Elementary	15.205	Elementary	79,477	Adequate
Broad Acres Elementary	15.035	Elementary	88,922	Good
Brookhaven Elementary	15.055	Elementary	81,320	Good
Burnt Mills Elementary	15.208	Elementary	57,318	Adequate
Burtonsville Elementary	15.052	Elementary	71,349	Good
Damascus Elementary	15.103	Elementary	53,239	Adequate
Diamond Elementary	15.104	Elementary	64,950	Adequate
Fallsmead Elementary	15.040	Elementary	67,472	Adequate
Fields Road Elementary	15.020	Elementary	72,302	Adequate
Fox Chapel Elementary	15.100	Elementary	85,182	Good
Garrett Park Elementary	15.048	Elementary	96,348	Superior
Jackson Road Elementary	15.058	Elementary	91,465	Good
Lake Seneca Elementary	15.043	Elementary	58,770	Adequate
Monocacy Elementary	15.233	Elementary	42,482	Good
Montgomery Knolls Elementary	15.088	Elementary	97,213	Good
Montgomery Village Middle	15.117	Middle	141,615	Good
Rolling Terrace Elementary	15.219	Elementary	92,241	Adequate
Silver Spring International Middle (Re-Inspection)	15.002	Middle	186,031	Not Adequate
Smith (Lathrop E.) Environmental Ed. Ctr	15.095	Environmental Ed.	20,345	Good
Somerset Elementary	15.008	Elementary	80,122	Good
South Lake Elementary	15.086	Elementary	83,038	Adequate
Springbrook High	15.186	High	305,006	Adequate
Strathmore Elementary	15.218	Elementary	59,497	Good
Strawberry Knoll Elementary	15.152	Elementary	78,723	Adequate

**TABLE B: FY 2015 MAINTENANCE SURVEY RESULTS**

LEA / School Name	PSC #	School Type	Area (Square Feet)	Rating
<b>Montgomery (continued)</b>				
Tilden Center	15.210	Alternate	119,516	Not Adequate
Travilah Elementary	15.077	Elementary	65,378	Good
Twinbrook Elementary	15.072	Elementary	79,818	Adequate
Whetstone Elementary	15.190	Elementary	96,946	Good
			<b>2,516,085</b>	
<b>Prince George's (29)</b>				
Baden Elementary	16.228	Elementary	56,625	Adequate
Beacon Heights Elementary	16.189	Elementary	26,742	Adequate
Benjamin Foulois Creative and Performing Arts Acad.	16.215	Elementary/Middle	114,715	Good
Carmody Hills Elementary	16.166	Elementary	52,366	Adequate
Chapel Forge Early Childhood Center	16.223	Special Ed.	50,373	Adequate
Concord Elementary	16.237	Elementary	43,984	Adequate
Deerfield Run Elementary	16.030	Elementary	72,390	Good
Doswell E. Brooks Elementary	16.224	Elementary	56,948	Good
EXCEL Academy Public Charter	16.245	Elementary/Middle	57,857	Adequate
Fort Foote Elementary	16.214	Elementary	46,559	Adequate
Green Valley Academy	16.140	Alternate	45,401	Adequate
High Bridge Elementary	16.058	Elementary	54,643	Good
James McHenry Elementary	16.154	Elementary	53,162	Adequate
Kenilworth Elementary	16.195	Elementary	58,323	Adequate
Lamont Elementary	16.241	Elementary	53,247	Good
Langley Park-McCormick Elementary	16.071	Elementary	64,194	Good
Longfields Elementary	16.242	Elementary	52,565	Adequate
Marlton Elementary	16.004	Elementary	60,270	Good
Mattaponi Elementary	16.244	Elementary	48,912	Good
Montpelier Elementary	16.146	Elementary	62,209	Good
Mount Rainier Elementary	16.039	Elementary	41,242	Good
North Forestville Elementary	16.145	Elementary	57,949	Adequate
Oaklands Elementary	16.138	Elementary	41,427	Adequate
Oxon Hill Elementary	16.031	Elementary	63,729	Good
Oxon Hill Middle	16.162	Middle	106,801	Good
Robert Frost Elementary	16.112	Elementary	48,852	Good
Thurgood Marshall Middle	16.156	Middle	120,192	Adequate
Waldon Woods Elementary	16.187	Elementary	56,829	Adequate
Yorktown Elementary	16.248	Elementary	47,855	Adequate
			<b>1,716,361</b>	
<b>Queen Anne's (2)</b>				
Queen Anne's County High	17.001	High	211,577	Good
Sudlersville Elementary	17.014	Elementary	55,110	Good
			<b>266,687</b>	
<b>St. Mary's (4)</b>				
Dynard Elementary	18.024	Elementary	49,200	Good
Mechanicsville Elementary	18.014	Elementary	40,095	Good
Park Hall Elementary	18.029	Elementary	58,831	Superior
White Marsh Elementary	18.016	Elementary	31,315	Good
			<b>179,441</b>	

## TABLE B: FY 2015 MAINTENANCE SURVEY RESULTS

LEA / School Name	PSC #	School Type	Area (Square Feet)	Rating
<b>Somerset (2)</b>				
Carter G. Woodson Elementary School	19.005	Elementary	68,711	Adequate
Marion Sarah Peyton School	19.012	Alternate	38,951	Adequate
			<b>107,662</b>	
<b>Talbot (2)</b>				
Easton Elementary - Dobson Bldg.	20.005	Elementary	46,522	Good
Easton Elementary - Moton Bldg.	20.010	Elementary	84,237	Good
			<b>130,759</b>	
<b>Washington (7)</b>				
Conococheague Elementary	21.034	Elementary	26,780	Good
Emma K. Doub Elementary	21.032	Elementary	35,476	Good
Fountain Rock Elementary	21.043	Elementary	35,318	Good
Fountaindale Elementary	21.046	Elementary	53,406	Good
North Hagerstown High	21.024	High	168,750	Good
Rockland Woods Elementary	21.050	Elementary	85,277	Good
Western Heights Middle	21.003	Middle	127,315	Adequate
			<b>532,322</b>	
<b>Wicomico (4)</b>				
Beaver Run Elementary	22.005	Elementary	58,893	Adequate
Delmar Elementary	22.007	Elementary	76,832	Good
Fruitland Intermediate	22.017	Elementary	43,712	Superior
Glen Avenue Elementary	22.010	Elementary	55,068	Good
			<b>234,505</b>	
<b>Worcester (2)</b>				
Buckingham Elementary	23.007	Elementary	49,000	Adequate
Showell Elementary	23.001	Elementary	52,610	Adequate
			<b>101,610</b>	

**Total Number of Schools Inspected: 221**

**Total square footage inspected: 19,020,771 square feet**

# Public School Construction Program School Inspection Report

LEA Name:  
School Name:

Inspection Date:  
Inspector:  
LEA Representative:

PSC Number:  
Year Constructed:  
Total Adjusted Square Footage:

Site/Item (Weight)	Superior	Good	Adequate	Not Adequate	Poor	Not Applicable
1. Driveways & Parking Lots (1)						
2. Site & Site Structures (1)						
3. Site Utilities (2)						
4. Exterior Building Appearance (1)						
5. Playgrounds, Athletic Flds & Equip (1)						
6. Exterior Structural Condition (3)						
7. Gutters and Downspouts (2)						
8. Windows (2)						
9. Walkways (1)						
10. Entryways & Exterior Doors (3)						
11. Roof Conditions (3)						
12. Flashing & Gravel Stops (2)						
13. Roof Drains (2)						
14. Rooftop Equipment (2)						
15. Skylights & Monitors (2)						
16. Interior Appearance & Sanitation (2)						
17. Floors (2)						
18. Interior Walls (1)						
19. Interior Doors (2)						
20. Ceilings (1)						
21. Electrical Distribution (3)						
22. Electrical Service Equipment (3)						
23. Interior Lighting (2)						
24. Fire & Safety (3)						
25. Equipment Rooms (2)						
26. Boilers & Water Heaters (3)						
27. Air Conditioning (1)						
28. Ventilation Equipment (3)						
29. FCUs / Radiators / Wall Units (2)						
30. Steam Distribution (2)						
31. HVAC Controls (2)						
32. Hot/Chilled Water Distribution (1)						
33. Plumbing Fixtures/Equip, Restrooms						
34. Sub Structure (3)						
35. Vertical Conveyance Systems (1)						
Total Items Per Category						

Overall Rating: (    )  
 Superior=100-96    Good=95-86    Adequate=85-76    Not Adequate=75-66    Poor=65 and below

Asbestos Management Plan:  
 Emergency Preparedness Plan:  
 Facility Safety & Administrative Issues:

**PUBLIC SCHOOL INSPECTION REPORT - COMMENTS**

School Name & PSC Number: \_\_\_\_\_

Report Date (s): \_\_\_\_\_

	SITE/ITEM	RATING	COMMENTS	Response Requested
1	DRIVEWAYS & PARKING LOTS			
	LEA Response:			
2	SITE & SITE STRUCTURES			
	LEA Response:			
3	SITE UTILITIES			
	LEA Response:			
4	EXTERIOR BUILDING APPEARANCE			
	LEA Response:			
5	PLAYGROUNDS, ATHLETIC FIELDS & EQUIPMENT			
	LEA Response:			
6	EXTERIOR STRUCTURAL CONDITION			
	LEA Response:			
7	GUTTERS & DOWNSPOUTS			
	LEA Response:			
8	WINDOWS			
	LEA Response:			
9	WALKWAYS			
	LEA Response:			
10	ENTRYWAYS & EXTERIOR DOORS			
	LEA Response:			
11	ROOF CONDITIONS			
	LEA Response:			
12	FLASHING & GRAVEL STOPS			
	LEA Response:			
13	ROOF DRAINS			
	LEA Response:			
14	ROOFTOP EQUIPMENT			
	LEA Response:			
15	SKYLIGHTS & MONITORS			
	LEA Response:			
16	INTERIOR APPEARANCE & SANITATION			
	LEA Response:			
17	FLOORS			
	LEA Response:			
18	WALLS			
	LEA Response:			
19	INTERIOR DOORS			
	LEA Response:			
20	CEILINGS			
	LEA Response:			
21	ELECTRICAL DISTRIBUTION			
	LEA Response:			
22	ELECTRICAL SERVICE EQUIPMENT			
	LEA Response:			
23	INTERIOR LIGHTING			
	LEA Response:			
24	FIRE & SAFETY			
	LEA Response:			
25	EQUIPMENT ROOMS			
	LEA Response:			
26	BOILERS & WATER HEATERS			
	LEA Response:			

**PUBLIC SCHOOL INSPECTION REPORT - COMMENTS**

School Name & PSC Number: \_\_\_\_\_

Report Date (s): \_\_\_\_\_

	<b>SITE/ITEM</b>	<b>RATING</b>	<b>COMMENTS</b>	<b>Response Requested</b>
27	AIR CONDITIONING			
	LEA Response:			
28	VENTILATION EQUIPMENT			
	LEA Response:			
29	FCUS/RADIATORS/WALL UNITS			
	LEA Response:			
30	STEAM DISTRIBUTION			
	LEA Response:			
31	HVAC CONTROLS			
	LEA Response:			
32	Hot/CHILLED WATER DISTRIBUTION			
	LEA Response:			
33	PLUMBING FIXTURES & EQUIPMENT, RESTROOMS			
	LEA Response:			
34	SUB STRUCTURE			
	LEA Response:			
35	VERTICAL CONVEYANCE SYSTEMS			
	LEA Response:			

ASBESTOS MANAGEMENT PLAN			
LEA Response:			

EMERGENCY PREPAREDNESS PLAN			
LEA Response:			

<b>FACILITY SAFETY &amp; ADMINISTRATIVE ISSUES</b>			

<b>ADDITIONAL NOTES &amp; COMMENTS</b>			

## **FY 2015 MAINTENANCE SURVEY RESULTS: A DISTRICT-BY-DISTRICT OVERVIEW**

The following reports provide an overview of maintenance surveys conducted at selected schools in each Maryland public school system. Each report provides general information about the school system, a listing of the schools that were surveyed, and a brief narrative highlighting important aspects of the school system's maintenance program.

**Note:**

The definition of "**Adjusted Age**" of a school facility, found in the second column of the charts on the following pages, is the averaged age of the total square footage. For the purposes of calculating the Adjusted Age, renovated square footage is generally treated as new.

"**Original existing square footage**" as used in the narratives on the following pages refers to the date of first construction of the oldest remaining square footage in a facility (for example, if a school first built in 1954 received additions in 1960, 1975 and 2003, and the 1954 portion was also demolished in 2003, the original existing square footage would then date from 1960). This is to demonstrate that our older schools are being retained and are well looked after.

Individual school reports are available on request.  
Please contact Ms. Trina Narivanchik at 410-767-0726.

# Allegany County

Four schools were inspected in April 2015. The original existing square footage at these schools dates from 1922 to 2004, with adjusted building ages ranging from 61 to 23 years at the time of inspection. All the schools inspected this fiscal year were well maintained.

Of all the schools, the Center for Career & Technology Education had the most deficiencies. The 1996 EPDM single-ply roof is failing, with open seams, loose patches, and several soft areas. Two large sections of the roof require concrete block to act as ballast. Ceilings are stained throughout the school. Replacement of this roof is needed as soon as possible. Additionally, many of the shops appear to be cluttered and poorly maintained for safety and cleanliness. There is also significant concern at this school for structural deterioration of concrete at the chimney cap and at the roof area of the Academic Building.

Westernport Elementary, constructed in 1992, has a stately appearance but repair or replacement of the severely deteriorated concrete steps and landings at the original main entrance that faces the street, repair of the parapet walls experiencing brick and mortar failure, and removal of dark stains from the exterior wall surface would improve the appearance of this historic school.

All schools inspected this fiscal year have clutter and organization issues. The Administrative staffs at each of these facilities should provide greater oversight to eliminate the excessive storage of materials in the buildings.



**Westernport Elementary**

**FY 2015**

- 22 total active schools in system
- Avg. Adjusted Age, all schools: 1983
- 4 schools inspected: 2 Elementary, 1 Career Tech., 1 Alternate
- Results:
  - ✓ 0 Superior
  - ✓ 3 Good
  - ✓ 1 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (86.82)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Center for Career & Technical Education	43	Adequate	1	12	5	12	1
2. Eckhart Alternative	40	Good	6	22	4	0	0
3. Parkside Elementary	61	Good	6	20	6	1	0
4. Westernport Elementary	23	Good	7	20	3	4	0
<b>Totals</b>			<b>20</b>	<b>74</b>	<b>18</b>	<b>17</b>	<b>1</b>
<b>Percentage of Total Ratings for System</b>			<b>15%</b>	<b>57%</b>	<b>14%</b>	<b>13%</b>	<b>1%</b>

# Anne Arundel County

Twenty schools were inspected in January 2015. The original existing square footage at these schools dates from 1896 to 2011, with adjusted building ages ranging from 75 to 2 years at the time of inspection due to equipment upgrades, renovations and additions constructed over the life of the buildings.

With the sixth oldest inventory in the State in FY 2015, AACPS contends with many of the same facility problems as the other large school systems in Maryland with aging infrastructure that must be maintained, updated, replaced or expanded, and in a manner that will achieve equity among its facilities. Of the schools inspected this year, half were rated *Good* and half scored *Adequate*.

The highly professional and well-prioritized capital program that Anne Arundel County Public Schools has implemented over several decades has corrected many deficiencies in their portfolio of older schools; however, AACPS' preventive maintenance program appears to have been affected this year by the high number of reported staffing vacancies. To manage the staffing deficiency, preventive maintenance personnel have been reassigned to fill these positions. The decrease of sufficient and consistently scheduled preventive maintenance was visible throughout the schools inspected this year.

A substantially high number of schools were found to be deficient in the Fire and Safety category, including failing to visually inspect fire extinguisher inspections. This routine inspection is a requirement and must be regularly completed by the building service staff. There are still a number of schools in this county that have not had upgrades to their electrical systems, and need ground fault interrupt (GFI) outlets or circuits for electrical service located within 6' of water sources or wet locations to ensure student and staff safety. It was recommended that the School Safety Officer and the Facility Manager meet with the local Fire Marshal to discuss safety issues.



**Bates Middle**

## **FY 2015**

- 123 total active schools in system
- Avg. Adjusted Age, all schools: 1985
- 20 schools inspected: 16 Elementary, 1 Middle, 1 Middle/High, 2 High
- Results:
  - ✓ 0 Superior
  - ✓ 10 Good
  - ✓ 10 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools:  
**Good (86.53)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Annapolis E.	50	Good	21	3	3	2	0
2. Annapolis H.	25	Adequate	4	11	10	6	0
3. Bates M.	36	Adequate	0	9	14	10	0
4. Broadneck E.	19	Good	1	18	6	2	0
5. Brock Bridge E.	45	Good	0	18	9	1	0
6. Crofton Meadows E.	23	Adequate	2	15	12	4	1
7. Crofton Woods E.	26	Adequate	0	14	15	3	0
8. Deale E.	31	Good	12	18	1	2	0
9. Four Seasons E.	18	Good	18	12	1	1	0
10. Georgetown East E.	37	Adequate	1	13	12	4	0
11. Germantown E.	4	Good	11	8	6	3	0
12. Millersville E.	50	Adequate	4	13	8	7	0
13. Point Pleasant E.	2	Good	20	8	4	1	0
14. Richard Henry Lee E.	43	Good	0	22	9	2	0
15. Ridgeway E.	15	Good	3	20	6	3	0
16. Severn E.	19	Good	3	15	6	3	1
17. Severna Park E.	25	Good	6	17	6	3	0
18. South River H.	35	Good	2	18	5	1	0
19. Studio 39	75	Good	3	21	4	1	0
20. Van Bokkelen E.	41	Adequate	3	8	8	7	0
Totals			114	281	145	66	2
Percentage of Total Ratings for System			19%	46%	24%	11%	0%

# Baltimore City

Thirty-two schools were inspected in September and October 2014. Original square footage at these schools dates from 1924 to 1991, with adjusted ages ranging from 90 to 6 years at the time of inspection.

While new maintenance procedures and staffing have been put in place as an outcome of the historic 21<sup>st</sup> Century Building Program, the changes have not yet led to substantial improvements in the outcomes of the IAC inspections. Based on the surveys conducted in recent years, it is possible to observe areas of maintenance that demonstrate consistent results. Comparing the maintenance survey results for FY 2015 to those for FY 2013 and FY 2014, the IAC finds that in 11 inspection categories, 40% or more of the schools surveyed have received ratings of *Not Adequate* or *Poor* in all three years (the percentage is taken only against the schools in which the category is applicable). A number of these categories -- #16 Interior Appearance & Sanitation, #21 Electrical Distribution, #24 Fire & Safety, and #25 Equipment Rooms – have a direct relationship to the health and safety of building occupants. Other categories concern major building systems that require consistent preventative maintenance to remain in good working order and to protect the substantial capital investments that are made in schools; a number of these, for example #8 Windows and all of the categories concerning mechanical systems, can affect the ability of students to learn.

The 11 categories in question are #8 Windows, #16 Interior Appearance & Sanitation, #20 Ceilings, #21 Electrical Distribution, #24 Fire & Safety, #25 Equipment Rooms, #28 Ventilation Equipment, #29 FCU/Radiators/Wall Units, #30 Steam Distribution, #31 HVAC Controls, and #33 Plumbing Fixtures/Equipment, Restrooms. These persistent deficiencies appear to result from two causes: lack of staff and other resources to conduct routine preventive and corrective maintenance, and lack of capital investments to upgrade or replace building systems that have exceeded their useful life. In a number of the categories, a substantial number of projects have been funded by the State in recent years, including Window Replacement projects at eight schools. Windows demonstrate that there is a high level of inconsistency throughout the school system, since the FY 2007 window installation at Sinclair Lane Elementary #248 rated a *Good* and the FY 2012 window installation at Thomas Johnson PK-8 #84 achieved a *Superior* rating.

Although there has been a substantial investment into mechanical equipment, the scopes of work have not been as comprehensive as needed. It appears that projects have been scoped for very expensive equipment upgrades or replacements without giving attention to the crucial control systems that allow the new equipment to operate as specified. As an example, at Furman L. Templeton Elementary #128 the controls of the recently installed unit ventilators were not coordinated with the existing controls of the air handling units, resulting in the malfunctioning of the unit ventilators; to compensate, the school staff

purchased residential-quality window air conditioning units, which in some cases were installed directly above the recently installed unit ventilators. This is a vivid example of local and State resources that were wasted because the new mechanical system was not properly coordinated with the existing building systems. The mechanical controls at this school received a *Poor* rating.



**Benjamin Franklin Building**

## FY 2015

- 162 total active schools in system
- Avg. Adjusted Age, all schools: 1973
- 32 schools inspected:
  - 12 Elementary, 12 PK-8, 1 Middle,
  - 4 Middle/High, 2 High, 1 Career Tech.
- Results:
  - ✓ 0 Superior
  - ✓ 4 Good
  - ✓ 20 Adequate
  - ✓ 8 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools:  
**Adequate (79.08)**

Three general conclusions are drawn from this analysis: 1) delays in the implementation of funded capital improvement projects have a very negative effect on the overall status of maintenance at the schools examined in FY 2015; 2) in some cases, recently installed capital projects have deteriorated prematurely due to poor maintenance; and 3) capital investments have not been scoped to include all of the elements that will result in a fully functioning building system.

The assignment of a qualified individual to the new position of Executive Director of Facilities will have a positive impact on the implementation of capital projects; however, the Executive Director currently lacks a staff in appropriate numbers and with proper qualifications to carry out this large task. Concurrently, the increase of the staff and resources

in the Facilities Maintenance and Operations (FM&O) department must proceed as committed to in the City Schools *Comprehensive Maintenance Plan* (CMP) approved in August 2014. Without substantial staff increases, it will be exceedingly difficult for City

Schools to make significant changes in the overall scores received in the IAC maintenance surveys, or to address the more specific deficiencies noted in this report.

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Alexander Hamilton E. # 145	32	Adequate	0	8	11	11	1
2. Benjamin Franklin Bldg. # 239	24	Not Adequate	1	8	5	15	4
3. Callaway E. # 251	45	Adequate	2	9	10	8	3
4. Carver Vocational-Technical H. #454	6	Good	16	8	7	2	0
5. Dallas F. Nicholas E. # 039	37	Adequate	0	16	15	1	0
6. Dr. Martin Luther King, Jr. PK-8 # 254	41	Not Adequate	1	2	12	15	2
7. Dr. Roland N. Patterson, Sr. Bldg. #082	42	Not Adequate	1	2	13	16	2
8. Eutaw Marshburn E. #011	47	Adequate	1	11	8	11	2
9. Fairmont-Harford Bldg. #456	90	Adequate	0	7	12	12	2
10. Furley E. #206	46	Adequate	4	13	5	5	3
11. Furman L. Templeton E. #125	41	Adequate	0	10	14	9	1
12. Garrison M. #042	26	Not Adequate	0	5	8	7	15
13. Gilmore E. #107	53	Not Adequate	0	0	19	10	3
14. Guilford PK-8 #214	32	Adequate	0	9	8	13	2
15. Hampstead Hill Acad. PK-8 #047	24	Good	9	10	6	4	0
16. Harford Heights Bldg. #036	41	Adequate	0	7	10	9	6
17. Harlem Park PK-8 #035	51	Adequate	1	6	11	8	4
18. James McHenry Bldg. #010	46	Adequate	1	6	14	9	2
19. Johnston Square E. #016	50	Adequate	2	6	14	11	0
20. Joseph C. Briscoe Bldg. #451	41	Not Adequate	0	5	11	13	4
21. Medfield Heights E. #249	55	Adequate	0	6	16	8	2
22. Roland Park E./M. #233	28	Adequate	0	8	10	11	1
23. Rosemont PK-8 #063	42	Adequate	1	10	8	11	3
24. Sinclair Lane E. #248	57	Adequate	1	8	15	9	0
25. Southside Bldg. #181 (form #180 Dr. Arnett J. Brown)	58	Not Adequate	0	3	14	9	7
26. The Historic Samuel Coleridge-Taylor E. #122	42	Adequate	3	4	14	9	2
27. Thomas Johnson PK-8 #084	34	Good	9	16	6	0	0
28. Thurgood Marshall Bldg. #170 (form #77 Herring Run Jr.)	53	Adequate	1	12	9	8	1
29. Walbrook Bldg. #411	23	Adequate	3	8	12	6	4
30. Walter P. Carter PK-8 #134	39	Good	4	12	9	3	1
31. Woodhome PK-8 #205	46	Adequate	2	4	13	11	3
32. Yorkwood E. #219	56	Not Adequate	0	3	12	15	2
Totals			63	242	351	289	82
Percentage of Total Ratings for System			6%	24%	34%	28%	8%

# Baltimore County

Twenty-five schools were inspected in February, March and April 2015. Original square footage at these schools dates from 1931 to 2013 with adjusted building ages ranging from 62 to 2 years at the time of inspection due to multi-systemic renovation, limited renovation, and full renovation projects.

A large number of the schools inspected in FY 2015 achieved Good or Superior ratings in three categories, including gutters, boilers, and steam distribution. The fact that two of these categories include mechanical systems undoubtedly reflects well on the types of capital investments Baltimore County Public Schools has made in the last 15 years or more.

However, we also found that for certain categories, a large number of schools received ratings of *Not Adequate* or even *Poor*. These categories include roadways and sidewalks, floors, ceilings, electrical distribution, fire safety, and equipment rooms. Roadways and sidewalks are particularly vulnerable to winter weather conditions, but they can be improved significantly through a focused capital investment program; we recommend that you give consideration to using Aging Schools Program or Qualified Zone Academy Bond funds for this purpose. Ceiling staining is a problem associated with the low-slope roofs that are used in public schools throughout the state (although other causes besides roof leaks must also be investigated); the critical issue is to remedy the cause of the water penetration quickly and then replace the ceiling tiles as soon as possible to avoid the development of mold.

Many of the electrical distribution, fire safety, and equipment room deficiencies are associated with the management of the school: these typically include problems of wire management by teachers and administrators, the clutter that can block egress paths in classrooms and interfere with the proper functioning of the fire suppression system, or wall and door hangings that reduce the visibility of fire alarms and fire extinguishers. However, of the twenty-five schools inspected this year, eighteen also had fire extinguishers that had gone unchecked for a substantial period of time, and many were expired or were past the time for recertification. In some schools, the required signage was missing from the utility shut-off locations and the required identification maps were missing from the Emergency Preparedness Plans located in the main office of the individual schools. These

critical life safety features must be routinely inspected and deficiencies must be corrected immediately. Proper management of this aspect of fire and life safety depends on the training of both central office and school-based personnel.

Significant deficiencies were identified at Woodlawn High, Overlea High and Towson High. Many of these are related to the adjusted age of the facilities (35 years, 52 years, and 40 years respectively at the time of the inspections). These schools are listed for Limited Renovation projects in the FY 2018 and subsequent year Capital Improvement Programs, and it is expected that the renovations will correct many of the noted deficiencies. We strongly suggest that these FY 2015 reports be provided to the architects and engineers in order to ensure that the scope of their designs addresses all deficiencies in the facilities.



## Hereford Middle

### FY 2015

- 163 total active schools in system
- Avg. Adjusted Age, all schools: 1985
- 25 schools inspected: 13 Elementary, 4 Middle, 4 High, 3 Special Ed., 1 Alternate
- Results:
  - ✓ 1 Superior
  - ✓ 15 Good
  - ✓ 9 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools:  
**Good (86.40)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Arbutus M.	7	Good	5	18	4	2	0
2. Catonsville Ctr. for Alternative Studies	53	Good	8	13	3	7	0
3. Cedarmere E.	39	Good	6	24	1	1	0
4. Chadwick E.	29	Good	4	19	3	2	0
5. Chapel Hill E.	44	Adequate	3	12	7	4	0
6. Chatsworth E.	41	Good	2	19	5	5	0
7. Chesapeake H.	34	Adequate	0	12	10	7	0
8. Chesapeake Terrace E.	35	Good	4	14	9	4	0
9. Cockeysville M.	26	Good	1	18	4	2	0
10. Glenmar E.	58	Adequate	3	12	15	2	0
11. Glyndon E.	32	Adequate	1	13	6	3	1
12. Golden Ring M.	19	Good	2	17	7	2	0
13. Hampton E.	2	Superior	21	9	0	1	0
14. Hawthorne E.	35	Good	6	13	11	3	0
15. Hereford M.	19	Good	13	14	5	1	0
16. Hernwood E.	29	Adequate	1	16	8	7	1
17. Maiden Choice	62	Good	5	15	9	0	2
18. Orem's E.	55	Adequate	1	17	9	6	0
19. Overlea H.	52	Adequate	1	7	12	10	2
20. Prettyboy E.	38	Good	2	16	7	2	0
21. Reisterstown E.	33	Good	3	15	7	2	0
22. Ridge Ruxton	39	Good	9	15	2	2	0
23. Towson H.	40	Adequate	2	14	5	9	2
24. Woodbridge E.	41	Good	4	14	6	2	0
25. Woodlawn H.	35	Adequate	3	9	9	8	2
Totals			110	365	164	94	10
Percentage of Total Ratings for System			15%	49%	22%	13%	1%

# Calvert County

Four schools were inspected in December 2014. Original square footage at these schools dates from 1964 to 2007, with adjusted building ages ranging from 41 to 16 years at the time of inspection.

This year, all surveyed schools were elementary schools. Due to tremendous past enrollment growth in this county, all four schools have square footage in the 60,000 to 70,000 square foot range. Three of the four schools inspected have roof conditions that were cited as needing repair. However, some of the observed deficiencies were not identified in the semi-annual roof reports. Examination of their roof inspection program is recommended.

Schools in Calvert County continue to stand out for cleanliness and maintenance, demonstrating that the facility departments and the school administrations communicate frequently and work well together.



**Patuxent Elementary**

**FY 2015**

- 26 total active schools in system
- Avg. Adjusted Age, all schools: 1994
- 4 schools inspected: 4 Elementary
- Results:
  - ✓ 2 Superior
  - ✓ 2 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (93.39)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Calvert E.	41	Good	5	19	7	1	0
2. Dowell E.	16	Superior	21	9	2	1	0
3. Patuxent E.	21	Good	17	10	6	0	0
4. Plum Point E.	23	Superior	21	10	1	1	0
Totals			64	48	16	3	0
Percentage of Total Ratings for System			49%	37%	12%	2%	0%

# Caroline County

Two schools were inspected in October 2014. Original square footage at these schools dates from 1962 to 2007. Denton Elementary School, constructed in 1976, received a very small 1995 addition to accommodate a Pre-kindergarten classroom as well as several small projects through the State Capital Improvement Program, Aging School Program and Qualified Zone Academy Bond Program; the facility had an adjusted age of 39 years at the time of inspection. The adjusted building age of Colonel Richardson Middle School was 8 years at the time of inspection due to a full renovation with wellness center and media center additions performed in 2007.

Colonel Richardson Middle School received a *Superior* rating when inspected in FY 2010, three years after the renovation/addition project was completed. Some wear is beginning to show at this school, but CCPS has taken steps to minimize the impact, and there appears to be a thoughtful, comprehensive approach to maintaining the facility. Since the renovation/addition project was completed, this school received a State-funded Security Initiative project to relocate the interior storefront; visitors must now enter through the main office before gaining access to the rest of the building. With State funding in FY 2014, and through a power purchase agreement, CCPS installed ground-mounted solar arrays at three Caroline County schools. One of these is adjacent to, and provides power for, the Colonel Richardson Middle and High Schools. Among Maryland LEAs, CCPS has demonstrated leadership in developing renewable electrical power.

Denton Elementary School received numerous small upgrades since the previous IAC inspection was conducted in 2009 and has achieved a modest improvement in its overall rating. However, two of the deficiencies identified in 2009 continue to need resolution: ongoing unsightly deterioration at the canopies and soffits, and conditions at the perimeter of the roof that appear to be responsible for leaks causing interior damage at the exterior walls. Although the roof was only ten years old at the time of inspection, roof conditions at this school were found to be in need of significant improvement. Until a future roof replacement project can be funded and completed, adequate maintenance and repairs must be provided and the roof warranty should be exercised.

For the inspected schools, semi-annual roof inspection reports were not provided by CCPS; only annual reports were submitted. The semi-annual roof inspections must be completed and the associated preventive maintenance and repairs must be conducted in a timely manner in order to prevent premature deterioration of the roof components, leading to interior damage at these otherwise nicely maintained schools. The LEA indicated that these inspections are provided by their roof company; the State mandate for these inspections needs to be conveyed to the roofing company.



**Colonel Richardson Middle**

**FY 2015**

- 10 total active schools in system
- Avg. Adjusted Age, all schools: 1992
- 2 schools inspected: 1 Elementary, 1 Middle
- Results:
  - ✓ 0 Superior
  - ✓ 2 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (90.31)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Col. Richardson M.	8	Good	14	16	1	1	0
2. Denton E.	39	Good	5	17	7	1	2
Totals			19	33	8	2	2
Percentage of Total Ratings for System			30%	52%	13%	3%	3%

# Carroll County

Seven schools were inspected in December 2015. Original existing square footage at these schools dates from 1958 to 2013, with adjusted building ages ranging from 52 to 20 years at the time of inspection. With one exception, the schools inspected this year received *Good* scores – a sign of high levels of effective maintenance.

Westminster High scored *Adequate* due to the advanced roof deterioration and structural problems, which are substantial and require immediate repairs. The roof received approval and funding for replacement in the FY 2016 State CIP. The structural conditions identified in this inspection are of a serious nature and may require significant funding and time to address the issues completely. Comparing to the overall scores of all seven schools from their previous IAC inspections, the schools surveyed in FY 2015 continue to score within the same ranges, with only a two to three point differential.

The Carroll County Public Schools facilities department continues to provide good routine and preventive maintenance as well as outstanding custodial care for their school buildings.



**Hampstead Elementary**

**FY 2015**

- 43 total active schools in system
- Avg. Adjusted Age, all schools: 1989  
7 schools inspected: 4 Elementary, 1 Middle, 1 High, 1 Special Ed.
- Results:
  - ✓ 0 Superior
  - ✓ 6 Good
  - ✓ 1 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools:  
**Good (89.29)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Carrolltowne Elementary	27	Good	7	18	2	4	0
2. Hampstead Elementary	27	Good	14	13	2	1	0
3. Robert Moton Elementary	23	Good	11	16	4	1	0
4. Westminster Elementary	24	Good	6	15	5	4	1
5. Westminster High	42	Adequate	5	14	6	6	1
6. Westminster West Middle	52	Good	8	17	5	3	0
7. Winfield Elementary	20	Good	9	18	2	2	0
Totals			60	111	26	21	2
Percentage of Total Ratings for System			27%	50%	12%	10%	1%

# Cecil County

Five schools were inspected in September 2014. Original existing square footage at these schools dates from 1939 to 2006, with adjusted building ages ranging from 29 to 15 years at the time of inspection.

All of the inspected schools were constructed between 1939 and 1985, and except for Kenmore Elementary which was built in 1985, all received full renovations with additions between 1991 and 2000. All of the schools received Kindergarten/Pre-kindergarten additions in either 2005 or 2006. Planning for a renovation/addition is expected to begin in FY 2019 for Kenmore Elementary. This school system has repeatedly demonstrated an excellent approach to facility planning, school maintenance, and custodial care.

If not for the condition of the roofs at Cecilton Elementary and Conowingo Elementary, all schools inspected in FY 2015 would have received a *Superior* rating, as did all schools inspected in FY 2013. Since these facilities were inspected, Cecilton Elementary has received State funding for a project that will replace most of the roof as well as restore the building envelope to seal out moisture penetration, a condition that was affecting the structural integrity of the exterior masonry walls. Conowingo Elementary received funding for a project to proactively replace its membrane roof, which was beginning to deteriorate.

In addition to the overall superior maintenance and custodial programs in Cecil County schools, it is clear that the school administrative and teaching staffs take excellent care of their schools. All surveyed schools received "Superior" ratings in the Interior Appearance & Sanitation category.



**Conowingo Elementary**

**FY 2015**

- 29 total active schools in system
- Avg. Adjusted Age, all schools: 1989
- 5 schools inspected: 5 Elementary
- Results:
  - ✓ 3 Superior
  - ✓ 2 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (95.47)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Cecilton E.	17	Good	15	13	2	3	0
2. Conowingo E.	22	Good	19	10	2	0	0
3. Holly Hall E.	15	Superior	23	6	2	0	0
4. Kenmore E.	29	Superior	20	8	2	1	0
5. Rising Sun E.	23	Superior	22	7	0	0	0
Totals			99	44	8	4	0
Percentage of Total Ratings for System			64%	28%	5%	3%	0%

# Charles County

Six schools were inspected in February 2015. Original existing square footage at these schools dates from 1951 to 2012, with adjusted building ages ranging from 39 to 24 years at the time of inspection.

The two oldest schools, Dr. Thomas L. Higdon Elementary and Mt. Hope/Nanjemoy Elementary, received additions in past years that doubled the size of both schools; the original buildings were also renovated in the 1980s. Their high scores give testimony to the fact that a building can be older, but with good maintenance and care practices, it can continue to be fully functional and operate well.

Five of the six schools have fire safety items that require attention. Daniel of St. Thomas Jenifer Elementary, constructed in 1987, has many safety issues, including egress doors propped open with wooden wedges and electrical wire management problems. It is expected that with the new focus on including major renovation projects in the annual capital improvement plan, a number of the deficiencies noted in these reports will eventually be resolved.



**Dr. Thomas L. Higdon Elementary**

### FY 2015

- 37 total active schools in system
- Avg. Adjusted Age, all schools: 1989
- 6 schools inspected: 4 Elementary, 1 Middle, 1 Special Ed.
- Results:
  - ✓ 0 Superior
  - ✓ 6 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (91.08)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Benjamin Stoddert M.	39	Good	6	24	2	1	0
2. Daniel of St. Thomas Jenifer E.	28	Good	12	10	8	1	0
3. Dr. Thomas L. Higdon E.	27	Good	18	10	2	1	0
4. F.B. Gwynn Center	35	Good	19	8	3	1	0
5. Mt. Hope/Nanjemoy E.	24	Good	13	12	2	1	0
6. T C Martin E.	36	Good	5	13	12	0	0
<b>Totals</b>			<b>73</b>	<b>77</b>	<b>29</b>	<b>5</b>	<b>0</b>
<b>Percentage of Total Ratings for System</b>			<b>40%</b>	<b>42%</b>	<b>16%</b>	<b>3%</b>	<b>0%</b>

# Dorchester County

Two schools were inspected in November 2014. Original existing square footage at these schools dates from 1974 to 1985, with adjusted ages of 41 and 39 at the time of inspection.

Dorchester Student Services Center has received recent State-funded investments, including electrical, chiller, and lighting upgrades, with all appearing to be well maintained; however, the roofing system is aged and worn, requiring frequent inspection and repair to maintain watertight integrity. Although regularly performed maintenance has been conducted at this school, additional upgrades to improve the building envelope are recommended.

Sandy Hill Elementary has utilized State-funded programs like the Aging Schools Program (ASP) and the Qualified Zone Academy Bond Program (QZAB) to make noticeable improvements to the school. However, the electrical wiring for the ceiling-hung projectors, installed with FY 2009 QZAB funding, was poorly installed and this needs to be corrected. Improved construction management oversight and attention to finish detail are recommended for future projects.

Both schools are adequately maintained and operated and the continued use of State funded programs such as ASP and QZAB will help to eliminate identified specific deficiencies.



**Sandy Hill Elementary**

**FY 2015**

- 14 total active schools in system
- Avg. Adjusted Age, all schools: 1988
- 2 schools inspected: 1 Elementary, 1 Alternate
- Results:
  - ✓ 0 Superior
  - ✓ 1 Good
  - ✓ 1 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (86.54)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Dorchester Student Svcs. Ctr.	39	Adequate	4	12	11	4	0
2. Sandy Hill E.	41	Good	7	12	8	2	1
<b>Totals</b>			<b>11</b>	<b>24</b>	<b>19</b>	<b>6</b>	<b>1</b>
Percentage of Total Ratings for System			18%	39%	31%	10%	2%

# Frederick County

Eleven schools were inspected in November 2014. The original existing square footage at these schools dates from 1927 to 2010, with adjusted building ages ranging from 51 to 15 years at the time of this inspection.

All schools inspected received overall ratings of *Good* and very few deficiencies were identified. A large number of adverse roof conditions were found on older roofs, such as leaking seams, damaged gutters, and flashing separation, indicating the need for roof replacements. Frequent inspections, as well as routine and preventive maintenance, are well managed at the schools; however, age-related damage has resulted in significant and costly repair in some instances to the interior finish spaces of the buildings. This school system consistently submits for State approval a well-conceived and balanced capital improvement plan to enhance and maintain their older buildings.

Frederick County Public Schools continues to demonstrate through the ratings achieved for FY 2015, that a thoughtful investment into professionally driven practices, skilled and motivated personnel, and above all, leadership, can deliver dividends with respect to quality, even in a school system with a portfolio of aged buildings. Critical to the success of this LEA is the high level of morale demonstrated by the facilities staff, a result of continued training and incentivizing the facility staff at all levels to achieve continuous improvement.



**Woodsboro Elementary**

**FY 2015**

- 68 total active schools in system
- Avg. Adjusted Age, all schools: 1990
- 11 schools inspected: 7 Elementary, 2 Middle, 2 High
- Results:
  - ✓ 0 Superior
  - ✓ 11 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (90.31)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Carroll Manor E.	27	Good	14	14	4	1	0
2. Frederick H.	36	Good	5	17	9	2	0
3. Gov Thos. Johnson H.	15	Good	7	20	5	2	0
4. Gov Thos. Johnson M.	15	Good	18	12	2	1	0
5. Lewistown E.	51	Good	6	21	6	1	0
6. Liberty E.	50	Good	11	17	3	1	0
7. Lincoln E. - A	41	Good	4	18	6	2	1
8. Spring Ridge E.	24	Good	16	10	3	2	1
9. Thurmont E.	51	Good	14	14	5	0	0
10. Thurmont M.	36	Good	12	14	4	4	0
11. Woodsboro E.	48	Good	1	25	4	1	0
<b>Totals</b>			<b>108</b>	<b>182</b>	<b>51</b>	<b>17</b>	<b>2</b>
<b>Percentage of Total Ratings for System</b>			<b>30%</b>	<b>51%</b>	<b>14%</b>	<b>5%</b>	<b>1%</b>

# Garrett County

Two schools were inspected in April 2015. Original existing square footage at these schools dates from 1962 to 1998, with adjusted building ages of 42 and 39 years at the time of inspection.

Both schools received *Good* ratings for most categories. Crellin Elementary is a small but unique school with facilities for farm animals such as chicken and sheep on the grounds. Students learn about agriculture, ecology, and land management, which is over and above their required studies. A Head Start program operates in one end of the facility, and staff at the school report community and volunteer involvement is exceptional. The facility and grounds are very well cared for and maintained.

Broad Ford Elementary, a 1976 open-space classroom school, appears to be a well maintained building; however, the facility and building service staff must improve the routine and preventive maintenance of the roofing, flashing and gutters. Ceiling stains along the perimeter of the school appear to be from roof leaks.

Like other school systems in Maryland with older buildings, age-related wear and damage is prevalent and must be addressed through planned systemic replacement projects.



**Broad Ford Elementary**

**FY 2015**

- 13 total active schools in system
- Avg. Adjusted Age, all schools: 1988
- 2 schools inspected: 2 Elementary
- Results:
  - ✓ 0 Superior
  - ✓ 2 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (88.85)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Broad Ford E.	39	Good	3	19	3	3	0
2. Crellin E.	42	Good	2	25	1	1	0
Totals			5	44	4	4	0
Percentage of Total Ratings for System			9%	77%	7%	7%	0%

# Harford County

Nine schools were inspected in September 2014. Original existing square footage at these schools dates from 1938 to 2000, with adjusted building ages ranging from 41 to 15 years at the time of inspection.

Darlington Elementary School, originally constructed in 1938, is the oldest school building inspected. Deficiencies at this school include severely mildew stained exterior walls, leaking unit ventilators that are staining ceiling tiles below, a site drainage problem that is causing water infiltration and damage to plaster walls in one section of the lower level classrooms, and foundation leaks causing damage to the plaster walls in the Art Room. This historic structure should be evaluated, deficiencies corrected where possible, and an improvement plan implemented before overall health and welfare of the building occupants is affected.

Many of the schools inspected this year have stained ceiling tiles or damaged drywall ceilings. The Gymnasium roof is severely deteriorated at Bakerfield Elementary and, while the interior of the school is beautifully maintained by the onsite staff, this school was suffering from high humidity levels that have caused sagging ceiling tiles and may potentially contribute to indoor air quality issues.

Bel Air Elementary had stained ceiling tiles throughout the building due to piping leaks and condensation, and windows had deteriorated caulking and damaged seals. Harford County should examine the conditions of its school facility inventory; additional personnel or capital as well as maintenance funding may be needed to adequately address their facility needs. In general, these schools have excellent custodial staff and nicely cared-for interiors.



**Darlington Elementary**

**FY 2015**

- 53 total active schools in system
- Avg. Adjusted Age, all schools: 1988
- 9 schools inspected: 8 Elementary, 1 Special Ed.
- Results:
  - ✓ 0 Superior
  - ✓ 8 Good
  - ✓ 1 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools **Good (88.93)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Bakerfield E.	16	Good	12	9	6	5	0
2. Bel Air E.	31	Adequate	4	14	8	6	0
3. Darlington E.	20	Good	7	13	5	7	0
4. Forest Hill E.	15	Good	18	6	6	1	0
5. Halls Cross Roads E.	21	Good	7	14	13	0	0
6. John Archer Special Ed.	41	Good	11	17	3	0	0
7. Magnolia E.	39	Good	1	18	11	2	0
8. Norrisville E.	39	Good	2	23	4	0	0
9. North Bend E.	24	Good	4	21	5	1	0
<b>Totals</b>			<b>66</b>	<b>135</b>	<b>61</b>	<b>22</b>	<b>0</b>
<b>Percentage of Total Ratings for System</b>			<b>23%</b>	<b>48%</b>	<b>21%</b>	<b>8%</b>	<b>0%</b>

# Howard County

Eleven schools were inspected in February 2015. The original square footage at these schools dates from 1951 to 2013, with adjusted building ages ranging from 23 to 4 years due to a steady number of renovations and additions at nine of the ten schools that were initially constructed greater than eight years ago. The schools inspected this year scored comparable to their previous inspections performed in cycle one. Of the four schools with the lowest adjusted age, two were scored *Superior* as expected, one received a very high *Good* rating, and the other had a lower *Good* rating, apparently due to lingering warranty issues that still needed to be resolved at the time of the inspections. The overall record of two *Superior* ratings, eight *Good* ratings, and one *Adequate* rating aligns with past results and testifies to the high standard of maintenance performed by this school system.

Minor ceiling stains were observed in six of the schools; this condition is typical of school buildings with low-slope roofs, which are particularly vulnerable where pipes and ducts make penetrations in the surface. However, attention should be given to these areas to identify the source of the staining and make corrections before more serious environmental problems develop. More significant stains observed in two schools should be thoroughly tested and remediated if necessary.

Fire extinguishers were found to be expired or untested in five of the schools. This problem was identified in the FY 2011 inspections and

was apparently due to understaffing. Care should be taken to establish sufficient budgetary and other resources to ensure that all fire extinguishers are fully operational in every school.



**Bushy Park Elementary**

**FY 2015**

- 73 total active schools in system
- Avg. Adjusted Age, all schools: 1998
- 11 schools inspected: 9 Elementary, 1 PK-8, 1 Middle
- Results:
  - ✓ 2 Superior
  - ✓ 8 Good
  - ✓ 1 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (90.80)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Atholton E.	16	Good	1	22	3	1	1
2. Bollman Bridge E.	4	Good	10	13	5	3	0
3. Bryant Woods E.	12	Good	2	25	2	2	0
4. Burleigh Manor M.	23	Adequate	3	13	5	6	0
5. Bushy Park E.	8	Superior	24	9	0	0	0
6. Clemens Crossing E.	6	Good	13	12	4	0	0
7. Cradlerock School (PreK-8)	13	Good	4	20	5	4	0
8. Northfield E.	4	Superior	23	5	0	0	0
9. Phelps Luck E.	7	Good	16	9	0	3	0
10. Running Brook E.	13	Good	10	14	2	3	0
11. West Friendship E.	11	Good	3	25	1	2	0
<b>Totals</b>			<b>109</b>	<b>167</b>	<b>27</b>	<b>24</b>	<b>1</b>
<b>Percentage of Total Ratings for System</b>			<b>33%</b>	<b>51%</b>	<b>8%</b>	<b>7%</b>	<b>0%</b>

# Kent County

One school was inspected in September 2014. The original existing square footage of Millington Elementary School dates from 1974 and the building has received no renovation or addition projects. The adjusted age of this school at the time of inspection was 41 years.

Systemic upgrades to replace the all-electric through-wall and rooftop HVAC units and most of the roof were performed in 1989 and 1993; exterior doors were replaced in 2004; lighting was replaced in 2014 as a result of the Energy Efficiency Initiative; and a security system project was performed in 2014.

This school has a 27-year old roof which should be considered for replacement in the very near future. A renovation project was included for this school in the most recent Capital Improvement Program submission as a future request. The project description includes replacement of the roof, HVAC, windows, lighting and ceilings, fire alarm system, as well as exterior building upgrades and site redevelopment. Unfortunately, due to local constraints, this LEA has a history of deferring much needed projects because of the difficulty in obtaining local funding.

This building is an original open space classroom school with reconfigured walls. Addressing the educational layout and storage issues with a more contemporary floor plan and updated finishes, as well as the much needed roofing replacement and replacement of other infrastructure systems, will improve the overall appearance and functionality of this school considerably.



**Millington Elementary**

**FY 2015**

- 7 total active schools in system
- Avg. Adjusted Age, all schools: 1977
- 1 school inspected: 1 Elementary
- Results:
  - ✓ 0 Superior
  - ✓ 1 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected school: **Good (87.87)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Millington Elementary	41	Good	4	16	9	1	0
Totals			4	16	9	1	0
Percentage of Total Ratings for System			13%	53%	30%	3%	0%

This page was intentionally left blank.

# Montgomery County

Twenty-eight schools were inspected in May and June 2015, including the re-inspection of East Silver Spring Middle School, which received a rating of *Not Adequate* in FY 2012. Original existing square footage at these schools dates from 1934 to 2012 with adjusted building ages ranging from 46 to 4 years at the time of inspection. In FY 2015, Montgomery County has the fifth lowest average age of square footage of all the public school systems in Maryland. Even so, ten of the surveyed schools have adjusted ages of thirty years or more.

Tilden Center, the school with the highest adjusted age, received a *Not Adequate* rating this year. This 1969 school is identified as a holding school in the State Facility Inventory but was vacant and used for storage at the time of the inspection. Significant deficiencies include large cracks in the exterior walls which appear to be shifted, broken glass and damage frames at the aged windows, an unmaintained roof with leaves and other debris on the surface, open flashing seams, obstructed or missing drain covers, missing, damaged, stained and sagging ceiling tiles from leaks and high humidity, damaged lighting, uninspected extinguishers and fire alarm and sprinkler systems, dirty filters and damaged HVAC units, dirty and un-serviced restrooms, and potentially dangerous drainage problems near the main switchgear. MCPS should evaluate this school for potential future use and maintain it well to forestall continued deterioration.

A re-inspection was also performed at the Silver Spring International Middle School in November 2014. This school received a *Not Adequate* rating in the original inspection conducted in May 2012, again in December 2013 when a preliminary re-inspection was performed, and once again in November 2014. The school shares with Sligo Creek Elementary a facility that includes the 1935 Montgomery Blair High and its many additions. The main deficiencies at this school are the poor and possibly dangerous condition of the abandoned auditorium, and the concern that it may not be sealed off sufficiently; the deteriorated paint finishes and rotted wood on the fascia, frieze boards, boxed gutters, and architectural wood trim throughout the building's exterior; and deteriorating slate roof shingles. Although some abatement work was performed in the Auditorium, and the carpet was removed, the abatement was incomplete and deficiencies have not been fully addressed. The Auditorium remains a very troubling factor in this facility, with the continuing potential to affect the indoor air quality of the remaining portion of the school as well as the companion Sligo Creek Elementary. Since this

facility will likely retain an important role in housing students in the Silver Spring region, both short-term and long-term solutions for restoring use of the Auditorium and for maintaining the building envelope of the older historic portion of the facility should receive elevated attention.

Insufficiently maintained grounds, missed filter changes on mechanical equipment, inadequately maintained roofing and drains, the lack of monthly fire extinguisher inspections and allowing expired fire extinguishers to remain are typical conditions found in many of the schools inspected, resulting in repeat comments in the reports that are sent to the Superintendent and maintenance departments each fiscal year following the completion of the annual inspections. In correspondence, MCPS has indicated that they have provided direction to all Building Service Managers with regard to the fire extinguisher inspection requirements found in the Fire Code and are investigating making improvements to their roofing inspection and maintenance program.



**Garrett Park Elementary**

## **FY 2015**

- 208 total active schools in system
- Avg. Adjusted Age, all schools: 1994
- 28 schools inspected:  
23 Elementary, 2 Middle, 1 High,  
1 Alternate, 1 Environmental Ed.
- Results:
  - ✓ 1 Superior
  - ✓ 13 Good
  - ✓ 12 Adequate
  - ✓ 2 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools:  
**Good (85.73)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Beall E.	25	Adequate	3	18	5	5	2
2. Broad Acres E.	22	Good	8	13	3	7	0
3. Brookhaven E.	14	Good	8	18	2	3	2
4. Burnt Mills E.	24	Adequate	2	16	5	8	0
5. Burtonsville E.	22	Good	4	18	8	3	0
6. Damascus E.	36	Adequate	1	14	7	9	2
7. Diamond E.	40	Adequate	5	14	3	8	1
8. Fallsmead E.	31	Adequate	4	13	5	8	0
9. Fields Road E.	27	Adequate	2	16	8	4	1
10. Fox Chapel E.	26	Good	7	21	3	1	0
11. Garrett Park E.	4	Superior	26	4	1	1	0
12. Jackson Road E.	23	Good	16	14	3	0	0
13. Lake Seneca E.	30	Adequate	1	7	15	9	0
14. Monocacy E.	44	Good	7	19	4	1	0
15. Montgomery Knolls E.	16	Good	4	19	3	6	1
16. Montgomery Village M.	12	Good	8	17	8	1	0
17. Rolling Terrace E.	25	Adequate	0	18	10	4	1
18. Silver Spring International M. <b>Re-inspection</b>	19	Not Adequate	0	6	10	8	9
19. Smith (Lathrop E.) Environmental Ed.	41	Good	0	20	7	0	0
20. Somerset E.	10	Good	19	11	2	1	0
21. South Lake E.	30	Adequate	2	11	7	8	4
22. Springbrook H.	21	Adequate	0	17	7	8	2
23. Strathmore E.	35	Good	6	18	2	4	0
24. Strawberry Knoll E.	27	Adequate	2	16	8	4	1
25. Tilden Center	46	Not Adequate	0	6	12	11	4
26. Travilah E.	20	Good	17	10	4	0	0
27. Twinbrook E.	29	Adequate	0	17	9	6	1
28. Whetstone E.	31	Good	8	19	4	1	0
Totals			160	410	165	129	31
Percentage of Total Ratings for System			18%	46%	18%	14%	3%

# Prince George's County

Twenty-nine schools were inspected in March and April 2015. Original existing square footage at these schools dates from 1953 to 2013, with adjusted building ages ranging from 53 to 2 years at the time of inspection. Since FY 2009, Prince George's has had the third oldest average age of school facilities in the State, following Kent County and Baltimore City which has the oldest. Twenty of the 29 inspected schools had adjusted ages greater than 40 years, and six schools had adjusted ages between 25 and 40 years. Doswell Brooks Elementary School, which received a very high *Good* rating this year, was originally constructed in 1953; a State funded complete renovation and addition project was substantially completed in 2013.

The "Overall Condition" rating for Prince George's County Public Schools, shown in each annual report, has typically straddled the borderline of *Good* to *Adequate* each year since FY 2007. It is our understanding that, in recent years, there has been a substantial and positive change in the structure of the maintenance department. We anticipate that this will result in improvements in many areas over time, and in turn, a higher "Overall Condition" rating should be achieved

This year, a large number of schools received *Superior* or *Good* ratings in the following categories: #3 Site Utilities, # 23 Interior Lighting, and # 26 Boilers & Water Heaters. However, we also identified a number of areas in which at least 20% of the schools inspected received ratings of *Not Adequate* or *Poor*. These include categories #1 Driveways and Parking Lots, #2 Site & Site Structures, #7 Gutters & Downspouts, #8 Windows, #12 Flashing and Gravel Stops, #13 Roof Drains, #21 Electrical Distribution, #30 Steam Distribution, #31 HVAC Controls, and #32 Hot/Chilled Water Distribution. Four of these categories concern the building envelope and thus have implications for the integrity of the building interior and the prevention of potential mold growth; three other categories are related to the mechanical systems which directly affect the quality of the learning environment. Twelve schools had areas of damaged parking lots and driveways that have deteriorated to the extent that is beyond repair and will need replacement. Fourteen of the schools need improved site maintenance. Seventeen schools have window and/or exterior door systems that should be considered for replacement in the very near future.

Recognizing that Prince George's County Public Schools has identified an enormous capital program through its recent facilities assessment



**Marlton Elementary**

## FY 2015

- 197 total active schools in system
  - Avg. Adjusted Age, all schools: 1981
  - 29 schools inspected: 23 Elementary, 2 Elementary/Middle, 2 Middle, 1 Special Ed., 1 Alternate
- Results:
- ✓ 0 Superior
  - ✓ 13 Good
  - ✓ 16 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Adequate (85.41)**

study, we also see that many of these widespread deficiencies would see rapid improvement through capital investment. We encourage Prince George's County Public Schools to use the results of these surveys to consider how these building components can be entered into the capital program without sacrificing other needed projects that address educational programs, enrollment growth, and the upgrade of critical building systems.

Oxon Hill Elementary School received State funding through the FY 2010 CIP for an open space classroom renovation, as did Deerfield Run Elementary and Waldon Woods Elementary in the FY 2015 CIP. All three schools, as well as North Forestville Elementary and Oxon Hill Middle which were recently repainted, had notably damaged drywall within the improved areas. Typically this results from the posting of classroom items and decorations directly onto the newly refurbished walls with nails, tacks, staples, tape and glue-like substances. This may be a matter of school

administration oversight, but it adds substantially to the maintenance burden of the central office staff, and degrades the appearance of the schools. We understand that in past years school administrators were held responsible for their individual schools by the executive administration and were given guidelines to follow. These guidelines do not appear to have been followed in these five schools.

Marlton Elementary School received State funding for an open space classroom renovation in the FY 2012 CIP and was found to be well maintained. However, the project does not appear to have included adequate improvement to the existing HVAC configuration. At the time of inspection, it

was reported that since this project was completed, classroom temperatures and ventilation has been uncontrolled and inconsistent with the energy management system at this school. Investigation and correction are needed.

The interiors of most of the schools inspected this year were receiving excellent care by the onsite custodial staff. At several inspections, it was apparent that the school's administration was very interested in the physical condition of the school and in the observations and comments by the maintenance inspectors.

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Baden E.	46	Adequate	1	15	13	1	0
2. Beacon Heights E.	50	Adequate	0	8	14	9	1
3. Benjamin Foullois Creative & Perf. Arts Acad.	47	Good	1	24	3	5	1
4. Carmody Hills E.	13	Adequate	1	20	5	6	0
5. Chapel Forge Early Childhood	46	Adequate	2	14	11	3	0
6. Concord E.	47	Adequate	0	11	12	7	0
7. Deerfield Run E.	27	Good	1	20	9	0	1
8. Doswell E. Brooks E.	2	Good	19	13	2	0	0
9. EXCEL Academy Public Charter	46	Adequate	1	13	11	5	0
10. Fort Foote E.	52	Adequate	3	9	14	7	0
11. Green Valley Academy	38	Adequate	1	13	9	7	0
12. High Bridge E.	49	Good	9	18	3	2	0
13. James McHenry E.	45	Adequate	1	11	14	6	1
14. Kenilworth E.	51	Adequate	0	17	14	1	0
15. Lamont E.	50	Good	7	12	9	4	0
16. Langley Park-McCormick E.	36	Good	3	23	6	1	0
17. Longfields E.	46	Adequate	0	15	11	5	1
18. Marlton E.	35	Good	11	17	3	0	0
19. Mattaponi E.	49	Good	3	20	8	2	0
20. Montpelier E.	41	Good	3	22	3	3	0
21. Mount Rainier E.	37	Good	1	21	9	1	0
22. North Forestville E.	52	Adequate	1	9	14	7	0
23. Oaklands E.	51	Adequate	0	6	21	6	0
24. Oxon Hill E.	28	Good	3	20	7	2	0
25. Oxon Hill M.	43	Good	8	13	6	6	0
26. Robert Frost E.	47	Good	1	18	11	0	0
27. Thurgood Marshall M.	53	Adequate	0	12	13	6	1
28. Waldon Woods E.	22	Adequate	1	17	8	5	0
29. Yorktown E.	48	Adequate	1	16	12	2	0
<b>Totals</b>			<b>83</b>	<b>447</b>	<b>275</b>	<b>109</b>	<b>6</b>
<b>Percentage of Total Ratings for System</b>			<b>9%</b>	<b>49%</b>	<b>30%</b>	<b>12%</b>	<b>1%</b>

# Queen Anne's County

Two schools were inspected in October 2014. Original existing square footage at these schools dates from 1914 to 2002 with adjusted building ages of 16 and 13 years at the time of inspection.

Sudlersville Elementary school was constructed in 1914, and has an adjusted age of only 16 years due to a complete renovation in 1999, with an addition that almost doubled the size of the building. This school is in very nice condition and has only minimal maintenance needs. The principal and staff show a high regard for the appearance and cleanliness of this historic building.

Queen Anne's County High school was constructed in 1966 and has an adjusted age of 13 years due to a complete renovation in 2002 which included a small addition. Where the onsite custodial staff at this school is large enough to maintain the cleanliness of the interior, the building site and other items such as lighting and stained ceilings have been neglected for a significant period of time. A general review of the current staffing should be considered.

A high number of roof deficiencies were observed at both schools. Given staff limitations, inspection and maintenance of the roofs may be better served through outsourcing.



**Sudlersville Elementary**

**FY 2015**

- 14 total active schools in the system
- Avg. Adjusted Age, all schools: 1998
- 2 schools inspected: 1 Elementary, 1 High
- Results:
  - ✓ 0 Superior
  - ✓ 2 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (89.99)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Queen Anne's County H.	13	Good	12	11	9	2	0
2. Sudlersville E.	16	Good	10	16	3	3	0
Totals			22	27	12	5	0
Percentage of Total Ratings for System			33%	41%	18%	8%	0%

# St. Mary's County

Four schools were inspected in February 2015. Original existing square footage at these schools dates from 1951 to 2005 with adjusted building ages ranging from 51 to 21 years at the time of inspection. These four schools were constructed between 1951 and 1964 and each has retained over the years a large portion of the original facility.

St Mary's County does a good job of maintaining its older schools while adding new square footage to accommodate the growing school population. This LEA has a nice balance of old and new facilities and is a good example of a school system that demonstrates both good planning and excellent maintenance.



**Park Hall Elementary**

**FY 2015**

- 26 total active schools in system
- Avg. Adjusted Age, all schools: 1995
- 4 schools inspected: 4 Elementary
- Results:
  - ✓ 1 Superior
  - ✓ 3 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (91.17)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Dynard E.	23	Good	10	19	3	2	0
2. Mechanicsville E.	51	Good	5	18	7	1	1
3. Park Hall E.	21	Superior	21	11	1	0	0
4. White Marsh E.	47	Good	12	13	4	2	0
Totals			48	61	15	5	1
Percentage of Total Ratings for System			37%	47%	12%	4%	1%

# Somerset County

Two schools were inspected in December 2014. Original square footage at these schools dates from 1972 to 2006, with adjusted building ages of 40 and 8 years at the time of inspection.

Carter G. Woodson Elementary performed worse than the previous inspection in 2008, receiving a rating of *Adequate* in this year's inspection. The main deficiencies were associated with the roof. Roofs need to be cleaned and maintained at regular intervals. The roof drains were obstructed with leaf debris and need more frequent cleaning. Also, custodial cleaning needs improvement, and a more thorough approach to maintaining the restrooms and the Art Storage Room and clean-up areas should be implemented.

Marion Sarah Peyton School also has roofing deficiencies. The roof issues identified at this school include open seams, blocked scuppers, deteriorated gravel stops, and open flashing. However, it was noted that this building is maintained at a high level of cleanliness.

Both schools need identification signs that are large and permanently attached to each main utility shut-off so that they are easily located in case of an emergency.



**Carter G Woodson Elementary**

### FY 2015

- 10 total active schools in system
- Avg. Adjusted Age, all schools: 1989
- 2 schools inspected: 1 Elementary, 1 Alternate
- Results:
  - ✓ 0 Superior
  - ✓ 0 Good
  - ✓ 2 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Adequate (83.40)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Carter G. Woodson E.	8	Adequate	5	13	8	5	1
2. Marion Sarah Peyton School	40	Adequate	2	9	13	7	0
Totals			7	22	21	12	1
Percentage of Total Ratings for System			11%	35%	33%	19%	2%

# Talbot County

Two schools were inspected in September 2014. Original existing square footage at these buildings dates from 1953 to 2012, with adjusted building ages of 24 and 21 years at the time of the inspections. Both facilities are on the same campus and, together, comprise the Easton Elementary School, with the Dobson Building housing Grades Pre-K-1 and the Moton Building housing Grades 2-5. A Head Start addition was completed at the Dobson Building in 2012.

Maintenance at these schools has been good, given the age of many of the systems and a flashing deficiency in the exterior brick walls of the Moton Building. Last renovated in 1991 and 1992, planning is underway for these facilities to receive complete renovation or replacement projects in future years. This will improve the instructional capabilities of the schools as well as provide needed upgrades to aging infrastructure.

While both of these facilities fall into the *Good* rating, Talbot County typically earns very high maintenance ratings, having received *Superior* ratings for half of the schools inspected since 2006. A well-planned program of major renovation projects over three decades has given this school system the newest overall square footage in the state which, in combination with good maintenance practices, results in clean, safe, and very attractive schools.



**Easton Elementary - Moton Building**

**FY 2015**

- 9 total active schools in system
- Avg. Adjusted Age, all schools: 2000
- 2 schools inspected: 2 Elementary
- Results:
  - ✓ 0 Superior
  - ✓ 2 Good
  - ✓ 0 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (87.66)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Easton E. - Dobson Bldg.	21	Good	5	17	8	4	0
2. Easton E. - Moton Bldg.	24	Good	8	15	9	2	0
Totals			13	32	17	6	0
Percentage of Total Ratings for System			19%	47%	25%	9%	0%

# Washington County

Seven schools were inspected in March 2015. Original existing square footage at these schools dates from 1949 to 2009, with adjusted building ages ranging from 60 to 7 years at the time of inspection. Washington County Public schools continues to show that maintenance is given considerable attention by the administrative and the school-based staff.

Of the seven schools surveyed this year, only Western Heights Middle received an *Adequate* overall rating. The aged built-up roof has begun to deteriorate and leak, requiring frequent repair and causing costly and significant damage to the interior ceilings throughout the building.

Most of the issues found in the schools inspected were roof-related and appear to be the result of aged and worn systems; deficiencies were not attributed to a lack of routine repair or preventive maintenance.

All of the surveyed schools in Washington County receive very high quality onsite maintenance and custodial services. WCPS has produced a "Safe Classroom Teacher Check List" to promote safety, and it has been provided to all schools. The buildings inspected appear to have been or are being upgraded as funds become available.



**Fountaindale Elementary**

**FY 2015**

- 47 total active schools in system
- Avg. Adjusted Age, all schools: 1984
- 7 schools inspected: 5 Elementary, 1 Middle, 1 High
- Results:
  - ✓ 0 Superior
  - ✓ 6 Good
  - ✓ 1 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (89.35)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Conococheague Elementary	55	Good	3	17	8	0	0
2. Emma K. Doub Elementary	45	Good	13	15	1	3	0
3. Fountain Rock Elementary	38	Good	6	14	4	5	0
4. Fountaindale Elementary	60	Good	10	17	4	2	0
5. North Hagerstown High	23	Good	8	22	3	1	0
6. Rockland Woods Elementary	7	Good	17	14	1	0	0
7. Western Heights Middle	39	Adequate	0	18	5	6	0
Totals			57	117	26	17	0
Percentage of Total Ratings for System			26%	54%	12%	8%	0%

# Wicomico County

Four schools were inspected in December 2014. Original square footage at these schools dates from 1937 to 1998, with adjusted building ages ranging from 45 to 24 years at the time of inspection. All of the inspected schools were initially constructed more than 35 years ago with the oldest, Fruitland Intermediate, constructed in 1937 with six additions and a 1991 renovation, receiving the highest maintenance rating.

Beaver Run Elementary is a Pre-kindergarten to Grade 2 school constructed in 1958 followed by six additions and a 1975 renovation. This school is visibly aged, having original single pane windows, older roof areas, and humidity issues that have caused sagging ceilings. It is tentatively planned for a replacement or renovation project within the next few years if both local and state funding are available.

Delmar Elementary, the newest of the schools and designed for open-space classrooms, has several older systems and has received State planning approval for a limited renovation. This Pre-kindergarten to Grade 4 school is located in the town of Delmar which straddles the State line and serves students from both Maryland and Delaware through an established agreement.

Glen Avenue Elementary, another open-space school, was first constructed in 1964 and also has several out-of-date systems. A renovation after the other major projects are completed is being considered.

While many of the issues found at these schools such as obstructed roof drains, leaf-filled gutters, and excessive clutter and paper displays which cause fire hazards and interference with the custodial staff's ability to clean, are easily correctible, it remains that these schools are aged and need updating.

It is apparent this LEA makes needed repairs and provides maintenance in a timely, professional manner. Maintaining the aged building stock in good operational condition and not falling behind in addressing a backlog of needed improvements will require capital investment in adequate and consistently funded amounts.



**Fruitland Intermediate**

**FY 2015**

- 24 total active schools in system
- Avg. Adjusted Age, all schools: 1990
- 4 schools inspected: 4 Elementary
- Results:
  - ✓ 1 Superior
  - ✓ 2 Good
  - ✓ 1 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Good (88.14)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Beaver Run E.	41	Adequate	0	8	18	5	0
2. Delmar E.	37	Good	6	19	3	2	0
3. Fruitland Intermediate	24	Superior	21	9	3	0	0
4. Glen Avenue E.	45	Good	2	20	5	4	0
Totals			29	56	29	11	0
Percentage of Total Ratings for System			23%	45%	23%	9%	0%

# Worcester County

Two schools were inspected in December 2014. Buckingham Elementary School was constructed in 1978 and has received no major renovations or additions. Showell Elementary School was constructed in 1976 and received an addition in 1990, with a small renovation. The adjusted building ages were 37 and 34 years respectively at the time of inspection. A replacement project for Showell Elementary school was in the early stages of planning at that time.

Both schools have benefited from numerous upgrades and State-funded projects, most very small in nature. Since 2010, projects have included the replacement of exterior doors and the upgrade of interior and site lighting at Buckingham Elementary, and site lighting replacement at Showell Elementary; both schools have also received several Security Initiative upgrades.

At both schools, maintenance reports include comments regarding items that affect safety and cleanliness. These schools have modified open-space classrooms without interior doors, and they demonstrate the typical inadequate storage associated with this type of school built in the 1970 time period. The resulting clutter in the classrooms can affect occupant egress, and increases the difficulty of maintaining a healthy and clean environment.

Roof conditions at both schools are deficient, leading to interior staining of ceilings. The deficiencies in the 1990 roof at Showell Elementary School will be eliminated when the facility is replaced. Consideration should also be given to replacement or upgrade of the 1997 roof at Buckingham Elementary in order to forestall even more costly repairs and interior damage in the future; this roof is in far worse

condition than would be expected of a 17-year old installation. For all schools, adequate local funding for implementation of a thorough preventive maintenance program is essential in order to prevent premature deterioration and to protect the interior of the school.



## Buckingham Elementary

### FY 2015

- 14 total active schools in system
- Avg. Adjusted Age, all schools: 1990
- 2 schools inspected: 2 Elementary
- Results:
  - ✓ 0 Superior
  - ✓ 0 Good
  - ✓ 2 Adequate
  - ✓ 0 Not Adequate
  - ✓ 0 Poor
- Overall condition of inspected schools: **Adequate (82.91)**

School Name	Adjusted Age	Overall Rating	Rating of Individual Categories (does not include items not rated)				
			Superior	Good	Adequate	Not Adequate	Poor
1. Buckingham E.	37	Adequate	1	17	6	7	0
2. Showell E.	34	Adequate	0	14	9	6	0
Totals			1	31	15	13	0
Percentage of Total Ratings for System			2%	52%	25%	22%	0%

**SECTION II - DISCUSSION ITEMS AND DEFERRED ITEMS – cont'd**

**B. BALTIMORE COUNTY PUBLIC SCHOOLS: REQUEST FOR WAIVER TO SOLICIT BIDS FOR AIR CONDITIONING PROJECTS PRIOR TO PROJECT APPROVAL BY BOARD OF PUBLIC WORKS**

**Background**

IAC Regulations require that school construction systemic renovation projects are not solicited for bidding prior to Board of Public Works approval. COMAR 23.03.02.03.D.(2).

Baltimore County Public Schools (BCPS) has requested the IAC to grant a waiver that will allow them to bid twelve air conditioning projects prior to receiving State funding. These projects have been identified by Baltimore County Public Schools as the first twelve requests in their FY 2018 Capital Improvement Program submission to the State. Baltimore County has indicated that early bidding will allow them to complete the ten elementary and middle school projects by August 2017, and the two high school projects by August 2018. The scheduled release date for solicitation is November 2016.

A response to our request for additional information has been received, and it includes letters of local support for the request as well as schedules of the projects though substantial completion. (See Attachments 2 and 3). Letters in support of these projects, their placement in the CIP, their schedules, and the associated waiver request have been received from the BCPS Superintendent, Baltimore County Executive, and the Baltimore County Delegation.

Attachment 4 is provided by PSCP to show both the timeline for project progression under Regulation and the timeline for project progression if accelerated.

**Recommendation for Waiver**

Regulations allow the IAC or Board of Public Works to waive or vary particular provisions to the extent that the waiver or variance is not inconsistent with State statutes. This would be allowable if the application in a specific case or in an emergency situation would be inequitable or contrary to the purposes of State law, and the office of the Attorney General approves the waiver for form and legal sufficiency. COMAR 23.03.02.27

The Designees feel that the request does not meet the waiver criteria and recommend that the IAC not grant the waiver.

Motion:

TO DENY THE WAIVER REQUESTED BY BALTIMORE COUNTY TO ALLOW EARLY BIDDING OF SYSTEMIC RENOVATION PROJECTS, BUT ALLOW THEM TO SUBMIT THE CONSTRUCTION DOCUMENTS FOR EARLY REVIEW.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:						
	Approved	Disapproved	Deferred	Abstain	Recuse	
Dr. Karen Salmon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ms. Wendi Peters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mr. Ellington Churchill, Jr.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ms. Barbara Hoffman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mr. John Bohanan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

///  
///  
///  
///  
///

**B. BALTIMORE COUNTY PUBLIC SCHOOLS: REQUEST FOR WAIVER TO SOLICIT BIDS FOR AIR CONDITIONING PROJECTS PRIOR TO PROJECT APPROVAL BY BOARD OF PUBLIC WORKS**

**Background**

IAC Regulations require that school construction systemic renovation projects are not solicited for bidding prior to Board of Public Works approval. COMAR 23.03.02.03.D. (2).

Baltimore County Public Schools (BCPS) has requested the IAC to grant a waiver that will allow them to bid twelve air conditioning projects prior to receiving State funding. These projects have been identified by Baltimore County Public Schools as the first twelve requests in their FY 2018 Capital Improvement Program submission to the State. Baltimore County has indicated that early bidding will allow them to complete the ten elementary and middle school projects by August 2017, and the two high school projects by August 2018. The scheduled release date for solicitation is November 2016.

A response to our request for additional information has been received, and it includes letters of local support for the request as well as schedules of the projects through substantial completion. (See Attachments 2 and 3). Letters in support of these projects, their placement in the CIP, their schedules, and the associated waiver request have been received from the BCPS Superintendent, Baltimore County Executive, and the Baltimore County Delegation.

Attachment 4, as updated by BCPS, shows both their timeline for project progression if the waiver is not granted and they solicit bids after BPW approval in January, and the timeline if the waiver is granted and project progression is accelerated.

**Recommendation for Waiver**

Regulations allow the IAC or Board of Public Works to waive or vary particular provisions to the extent that the waiver or variance is not inconsistent with State statutes. This would be allowable if the application in a specific case or in an emergency situation would be inequitable or contrary to the purposes of State law, and the office of the Attorney General approves the waiver for form and legal sufficiency. COMAR 23.03.02.27

**An amended motion put forth by the Designees to grant the waiver is as follows:**

Motion:

IN CONSIDERATION OF THE IMPORTANCE OF ACCELERATING THE PROVISION OF AIR CONDITIONING IN SCHOOL FACILITIES WHICH CURRENTLY LACK AIR CONDITIONING IN CLASSROOMS, AND TO ENHANCE THE PROVISION OF EQUITABLE AND HEALTHY LEARNING ENVIRONMENTS, TO APPROVE THE WAIVER REQUESTED BY BALTIMORE COUNTY PUBLIC SCHOOLS TO ALLOW EARLY SOLICITATION OF BIDS FOR TWELVE SYSTEMIC RENOVATION PROJECTS THAT WILL BE INCLUDED IN BCPS'S FY 2018 CIP REQUEST, AND TO ALLOW BCPS TO SUBMIT THE CONSTRUCTION DOCUMENTS FOR EARLY REVIEW, WITH THE UNDERSTANDING THAT THESE PROJECTS HAVE NOT YET BEEN REVIEWED BY IAC STAFF, RECOMMENDED BY THE IAC FOR BPW APPROVAL, OR APPROVED BY THE BPW.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:						
	Approved	Disapproved	Deferred	Abstain	Recuse	
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mr. Ellington Churchill, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**BALTIMORE COUNTY PUBLIC SCHOOLS**

S. Dallas Dance, Ph.D., Superintendent

6901 Charles Street Towson, MD • 21204-3711

August 25, 2016

Ms. Joan T. Schaefer, R.A.  
Acting Executive Director  
Public School Construction Program  
200 W. Baltimore Street  
Baltimore, Maryland 21201

Re: FY2018 CIP – Baltimore County – Central Air Conditioning Projects

Dear Ms. Schaefer:

Thank you for spending so much time last week discussing the Baltimore County Public Schools waiver request. We received your letter dated August 11, 2016, regarding several questions and issues for which you have requested answers, and a correction to the section of COMAR to which we are requesting the waiver. Our responses to your questions are contained below and we agree that the waiver should be to COMAR 23.03.02.03.D. (2).

Additionally, we would like to use the anticipated EGRC funding on one or more of these air conditioning projects. Below are our responses to your questions;

- Schedules for each project, including the following anticipated dates: submission to BCPS staff for review, peer review, CD submission to the Department of General Services, release of solicitation, contract award by BCPS Board of Education (BOE), start of construction, and completion of construction.

***BCPS Response:*** *The attached chart (Attachment 1) shows all of the twelve projects and their respective critical dates that you requested.*

- If any of the projects will be phased, provide the estimated start and completion dates for each phase.

***BCPS Response:*** *As indicated on the attached chart, none of the projects are much past SD design phase, and the phasing programs have not yet been established. Once this information is available it will be forwarded to your office.*

- A copy of the Superintendent's recommendation to the BOE showing these twelve projects as the highest priorities in the FY2018 CIP submission.

***BCPS Response:*** *The attached Board exhibit (Attachment 2) was submitted by the BCPS Superintendent to the BCPS Board of Education on August 9, 2016 for their review and approval. The Board will meet on August*

**23, 2016, to review, question, and comment on this document. Then the Board will meet again on August 30 2016, to review the capital request. The request for approval is scheduled for the September 13, 2016 Board meeting.**

- Documentation of BOE acceptance of the Superintendent's recommendation as soon as it is available.

**BCPS Response: BCPS will provide the approval after the September 13, 2016 Board meeting.**

- Documentation of Baltimore County government support for local funding of these projects.

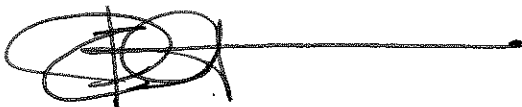
**BCPS Response: The letter of support from Baltimore County government is attached (see Attachment 3).**

- Copies of correspondence from either the Comptroller's office or the Board of Public Works regarding the \$10 million held in reserve pertaining to air conditioning in schools, if available.

**BCPS Response: The only correspondence to the comptroller's office is attached (see Attachment 4,) and it pertains to the scheduling of the remaining air conditioning projects.**

If there are any questions concerning this information, please contact me at 443-809-9093.

Sincerely,



Merril E. Plait, PE  
Administrator  
Office of Engineering and Construction

PD/MP/ds

cc: Mr. Pradeep Dixit, Executive Director, Department of Physical Facilities  
Ms. Leslie Lazzeri, PE, Asst. Administrator, Office of Engineering and Construction  
Ms. Diane Hegberg, Fiscal Officer, Office of Budget and Accounting  
Mr. Kevin Grabill, Fiscal Analyst, Office of Budget and Reporting

Baltimore County Public Schools  
**Proposed FY2018 State Capital Budget Request**  
**Air Conditioning Project Schedules**  
 August 23, 2016

<b>Priority No.</b>	<b>Project School</b>	<b>BCPS Staff Review (Start Date)</b>	<b>Peer Review (Start Date)</b>	<b>CD Submission to DGS</b>	<b>Release Date of Solicitation</b>	<b>Contract Award (Board Date)</b>	<b>Start of Construction (NTP)</b>	<b>Substantial Completion</b>
1	<b>Franklin High</b>	October 2016	October 2016	October 2016	November 2016	January 2017	March 2017	August 2018
2	<b>Kenwood High</b>	October 2016	October 2016	October 2016	November 2016	December 2016	February 2017	August 2018
3	<b>Arbutus Middle</b>	September 2016	September 2016	October 2016	November 2016	January 2017	March 2017	August 2017
4	<b>Golden Ring Middle</b>	September 2016	September 2016	October 2016	November 2016	December 2016	February 2017	August 2017
5	<b>Middle River Middle</b>	September 2016	September 2016	October 2016	November 2016	December 2016	February 2017	August 2017
6	<b>Southwest Academy</b>	September 2016	September 2016	October 2016	November 2016	January 2017	March 2017	August 2017
7	<b>Stemmers Run Middle</b>	September 2016	September 2016	October 2016	November 2016	December 2016	February 2017	August 2017
8	<b>Battle Grove Elementary</b>	September 2016	September 2016	September 2016	November 2016	February 2017	March 2017	August 2017
9	<b>Charlesmont Elementary</b>	September 2016	September 2016	September 2016	November 2016	February 2017	March 2017	August 2017
10	<b>Church Lane Elementary</b>	September 2016	September 2016	September 2016	November 2016	February 2017	March 2017	August 2017
11	<b>Orems Elementary</b>	September 2016	September 2016	September 2016	November 2016	February 2017	March 2017	August 2017
12	<b>Reisterstown Elementary</b>	September 2016	September 2016	September 2016	November 2016	February 2017	March 2017	August 2017

Baltimore County Public Schools  
Proposed FY2018 State Capital Budget Request by Priority Order  
August 23, 2016

IAC Meeting  
September 15, 2016

Page 17 of 84  
Cash Flow Breakdown<sup>3</sup>

Priority Order	School	Area	Project	Type of Approval <sup>1</sup>	FARMS Percentage	Total State Funding Request <sup>2</sup>	State Funding (FY 2017)	State Funding Request (FY 2018)	State Funding Request (FY 2019)
1	Franklin High	NW	Air Conditioning	F	30.9%	\$6,030,000	\$0	\$6,030,000	\$0
2	Kenwood High	NE	Air Conditioning	F	55.0%	\$9,270,000	\$0	\$9,270,000	\$0
3	Arbutus Middle	SW	Air Conditioning	F	44.5%	\$2,025,000	\$0	\$2,025,000	\$0
4	Golden Ring Middle	NE	Air Conditioning	F	66.7%	\$4,050,000	\$0	\$4,050,000	\$0
5	Middle River Middle	NE	Air Conditioning	F	65.2%	\$4,275,000	\$0	\$4,275,000	\$0
6	Southwest Academy	SW	Air Conditioning	F	61.5%	\$2,835,000	\$0	\$2,835,000	\$0
7	Stemmers Run Middle	NE	Air Conditioning	F	63.9%	\$5,400,000	\$0	\$5,400,000	\$0
8	Battle Grove Elementary	SE	Air Conditioning	F	69.6%	\$2,588,000	\$0	\$2,588,000	\$0
9	Charlesmont Elementary	SE	Air Conditioning	F	69.5%	\$2,025,000	\$0	\$2,025,000	\$0
10	Church Lane Elementary	NW	Air Conditioning	F	66.8%	\$2,025,000	\$0	\$2,025,000	\$0
11	Orems Elementary	NE	Air Conditioning	F	49.6%	\$2,025,000	\$0	\$2,025,000	\$0
12	Reisterstown Elementary	NW	Air Conditioning	F	60.6%	\$2,025,000	\$0	\$2,025,000	\$0
13	Padonia International Elementary	C	Renovation/Addition (75-155 Seats)	F	66.9%	\$2,539,000	\$970,000	\$1,569,000	\$0
14	Victory Villa Elementary	NE	Replacement School (700 Seats)	F	66.1%	\$14,992,000	\$4,137,000	\$10,855,000	\$0
15	Lansdowne Elementary	SW	Replacement School (700 Seats)	F	75.1%	\$14,992,000	\$5,918,000	\$9,074,000	\$0
16	Northeast Area Elementary	NE	New School (700 Seats)	P		\$0	\$0	\$0	\$0
17	Northeast Area Elementary	NE	New School (700 Seats)	F	N/A	\$14,992,000	\$0	\$14,992,000	\$0
18	Patapsco High	SE	Limited Renovation	P		\$0	\$0	\$0	\$0
19	Patapsco High	SE	Limited Renovation	F	53.0%	\$16,149,000	\$0	\$13,035,000	\$3,114,000
20	Lansdowne High	SW	Limited Renovation	P		\$0	\$0	\$0	\$0
21	Lansdowne High	SW	Limited Renovation	F	57.9%	\$18,556,000	\$0	\$14,300,000	\$4,256,000
22	Woodlawn High	SW	Limited Renovation	P		\$0	\$0	\$0	\$0
23	Woodlawn High	SW	Limited Renovation	F	58.1%	\$17,575,000	\$0	\$14,035,000	\$3,540,000
24	Dulaney High	C	Limited Renovation	P		\$0	\$0	\$0	\$0
25	Dulaney High	C	Limited Renovation	F	20.2%	\$16,212,000	\$0	\$13,030,000	\$3,182,000
26	Dundalk Elementary	SE	Replacement School (700 Seats)	P	77.8%	\$0	\$0	\$0	\$0
27	Dundalk Elementary	SE	Replacement School (700 Seats)	F		\$13,161,000	\$0	\$13,161,000	\$0
28	Berkshire Elementary	SE	Replacement School (500 Seats)	P	71.4%	\$0	\$0	\$0	\$0
29	Orems Elementary	NE	Roof Replacement	F	49.6%	\$538,000	\$0	\$538,000	\$0
30	Timber Grove Elementary	NW	Roof Replacement	F	55.0%	\$751,000	\$0	\$751,000	\$0
						<b>\$175,030,000</b>	<b>\$11,025,000</b>	<b>\$149,913,000</b>	<b>\$14,092,000</b>

- Notes:
- 1) This is the type of approval being requested from the state; P-Planning or F-Funding.
  - 2) State funding request is based on full state participation in each project.
  - 3) State funding may be spread over multiple years to align with cash flow projections.



KEVIN KAMENETZ  
*County Executive*

FRED HOMAN  
*Administrative Officer*

August 16, 2016

Joan T. Schaefer, R.A.  
Acting Executive Director  
Interagency Committee for Public School Construction  
200 West Baltimore Street  
Baltimore, Maryland 21201

Dear Ms. Schaefer:

Please accept this letter as my support for local funding of the projects included in the Baltimore County Board of Education Fiscal Year 2018 State funding request.

I look forward to working with you and your staff as we continue through the review process.

Sincerely,

A handwritten signature in black ink that reads "Kevin Kamenetz". The signature is written in a cursive style with a large, stylized "K" and "A".

Kevin Kamenetz.  
County Executive

c: S. Dallas Dance, Ph.D.,  
Superintendent, Baltimore County Public Schools



STATE OF MARYLAND  
 PUBLIC SCHOOL CONSTRUCTION PROGRAM  
 200 W. BALTIMORE STREET  
 BALTIMORE, MARYLAND 21201  
 410-767-0617

LARRY HOGAN  
 GOVERNOR

INTERAGENCY COMMITTEE ON SCHOOL CONSTRUCTION

JOAN T. SCHAEFER  
 ACTING EXECUTIVE DIRECTOR

KAREN SALMON, Ph.D.  
 CHAIRPERSON

August 11, 2016

Mr. Merrill Plait, PE  
 Administrator  
 Office of Engineering and Construction  
 Department of Physical Facilities  
 Baltimore County Public Schools  
 9610 Pulaski Park Drive, Suite 204  
 Baltimore, Maryland 21220

Subject: FY 2018 CIP – Baltimore County – Central Air Conditioning Projects

Dear Mr. Merrill Plait:

Thank you for taking the time to discuss the waiver requested in the letter from Dr. Dallas Dance dated August 4, 2016 regarding the twelve future central air conditioning projects. We understand that these projects are anticipated to be the highest priority funding projects in your FY 2018 CIP request, and the schedules for each of these projects are such that solicitations will occur in December 2016, before the Board of Public Works (BPW) approves the first round of the annual allocation (75%) for projects in the FY 2018 CIP in January 2017, and possibly before the Interagency Committee on School Construction (IAC) approves their recommendations for the first round on December 13, 2016. Baltimore County Public Schools (BCPS) is requesting a waiver of COMAR 23.03.02.03.D. (2).

Please submit:

- Schedules for each project, including the following anticipated dates: submission to BCPS staff for review, peer review, CD submission to the Department of General Services, release of solicitation, contract award by BCPS Board of Education (BOE), start of construction, and completion of construction.
- If any of the projects will be phased, provide the estimated start and completion dates for each phase.
- A copy of the Superintendent's recommendation to the BOE showing these twelve projects as the highest priorities in the FY 2018 CIP submission.
- Documentation of BOE acceptance of the Superintendent's recommendation as soon as it is available.
- Documentation of Baltimore County government support for local funding of these projects.
- Copies of correspondence from either the Comptroller's office or the Board of Public Works regarding the \$10 million held in reserve pertaining to air conditioning in schools, if available.

We would appreciate a response as soon as possible.

Thank you very much,

Joan T. Schaefer, R.A.  
 Acting Executive Director  
 Public School Construction Program

c: Mr. Pradeep Dixit, BCPS  
 Barbara Bice, MSDE  
 Arabia Davis, PSCP

Patricia Goucher, MDP  
 Fred Mason, DGS  
 Kim Spivey, PSCP

# BALTIMORE COUNTY PUBLIC SCHOOLS

S. Dallas Dance, Ph.D., Superintendent

6901 Charles Street

Towson, MD • 21204-3711

July 1, 2016

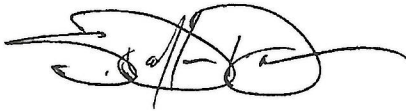
Sheila C. McDonald, Esquire  
Executive Secretary  
Board of Public Works  
80 Calvert Street, Room 117  
Annapolis, MD 21401

Dear Ms. McDonald:

Enclosed is the timeline for installation of air-conditioning in the remaining non-air conditioned schools in Baltimore County Public Schools.

Please feel free to contact me if you have any questions.

Sincerely,



S. Dallas Dance  
Superintendent

/enclosure

Copies:

Kevin D. Smith, Chief Administrative and Operations Officer

**BALTIMORE COUNTY PUBLIC SCHOOLS**  
**Status and Schedule of Non Air-conditioned Schools**  
2016

School <i>(in alphabetical order)</i>	Current Phase	Estimated Design Completion Date	Estimated State Approval Begin Bid Phase	Projected Board Meeting	Central Air Conditioning for Classrooms Installation Date
<b>Elementary Schools (25)</b>					
<b>Baltimore Highlands ES</b>	Construction	Aug 2016	Sep 2016	Nov 2016	Aug 2017
<b>Battle Grove ES</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Bear Creek ES</b>	Design	Sep 2016	Oct 2016	Dec 2016	Aug 2017
<b>Bedford ES (replacement)</b>	Future	TBD	TBD	TBD	Aug 2021
<b>Berkshire ES (replacement)</b>	Future	TBD	TBD	TBD	Aug 2020
<b>Catonsville ES @ Bloomsbury (relocate/renovate/addition)</b>	Construction	Dec 2014	Feb 2015	Apr 2015	Aug 2016
<b>Chapel Hill ES</b>	Design	Aug 2016	Sep 2016	Nov 2016	Aug 2017
<b>Charlesmont ES</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Chase ES</b>	Construction	Sep 2015	Nov 2015	Feb 2016	Aug 2016
<b>Church Lane ES</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Colgate ES (replacement)</b>	Future	TBD	TBD	TBD	Aug 2021
<b>Dundalk ES (replacement)</b>	Future	TBD	TBD	TBD	Aug 2019
<b>Edmondson Heights ES</b>	Design	Aug 2016	Sep 2016	Nov 2016	Aug 2017
<b>Grange ES</b>	Design	Oct 2016	Nov 2016	Jan 2017	Aug 2017
<b>Halstead Academy</b>	Construction	Oct 2015	Dec 2015	Mar 2016	Aug 2016
<b>Kingsville ES</b>	Design	Aug 2016	Sep 2016	Nov 2016	Aug 2017
<b>Lansdowne ES (replacement)</b>	Design	Aug 2016	Sep 2016	Nov 2016	Aug 2018
<b>Oakleigh ES</b>	Design	Sep 2015	Nov 2015	Feb 2016	Aug 2017
<b>Orems ES</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Pleasant Plains ES</b>	Design	Aug 2016	Sep 2016	Nov 2016	Aug 2017
<b>Pot Spring ES</b>	Design	Oct 2016	Nov 2016	Jan 2017	Aug 2017
<b>Reisterstown ES</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Victory Villa ES (replacement)</b>	Design	Oct 2016	Nov 2016	Jan 2017	Aug 2018
<b>Villa Cresta ES</b>	Construction	Oct 2015	Dec 2015	Mar 2016	Aug 2016
<b>Westowne ES (replacement)</b>	Construction	Dec 2014	Feb 2015	Apr 2015	Aug 2016
<b>Middle Schools (7)</b>					
<b>Arbutus MS</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Dumbarton MS (renovation)</b>	Construction	Dec 2015	Feb 2016	Apr 2016	April 2018
<b>Franklin MS</b>	Design	Sep 2016	Oct 2016	Dec 2016	Aug 2017
<b>Golden Ring MS</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Middle River MS</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Southwest Academy</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>Stemmers Run MS</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2017
<b>High Schools (7)</b>					
<b>Dulaney HS (limited renovation)</b>	Design	Oct 2016	Nov 2016	Jan 2017	Aug 2019
<b>Franklin HS</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2018
<b>Kenwood HS</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2018
<b>Lansdowne HS (limited renovation)</b>	Design	Dec 2016	Jan 2017	Mar 2017	Aug 2019
<b>Overlea HS (HVAC/wind/reno)</b>	Construction	Dec 2015	Jan 2015	Mar 2015	April 2017
<b>Patapsco Center for Arts (limited renovation)</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2019
<b>Woodlawn HS (limited renovation)</b>	Design	Nov 2016	Dec 2016	Feb 2017	Aug 2019

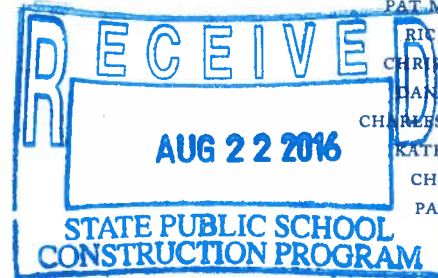
STEPHEN W. LAFFERTY  
CHAIR

DAN K. MORHAIM  
VICE CHAIR



THE MARYLAND HOUSE OF DELEGATES  
ANNAPOLIS, MARYLAND 21401  
BALTIMORE COUNTY HOUSE DELEGATION

SUSAN L. QUINN  
ERIC M. BROMWELL  
BENJAMIN BROOKS  
JOHN W. E. CLUSTER  
ERIC EBERSOLE  
ROBIN L. GRAMMER, JR.  
SHELLY HETTLEMAN  
TERRI L. HILL  
RICK IMPALLARIA  
JAY JALISI  
ADRIENNE A. JONES  
CLARENCE K. LAM  
BOB LONG  
PAT MCDONOUGH  
RICH METZGAR  
CHRISTIAN MIELE  
LANA M. STEIN-  
CHARLES E. SYDNOR III  
KATHY SZELIGA  
CHRIS WEST  
PAT YOUNG



August 17, 2016

Ms. Joan Schaefer  
Acting Executive Director  
State of Maryland Public School Construction Program  
200 West Baltimore Street  
Baltimore, MD 21201

Dear Ms. Schaefer:

On August 4, 2016, Dr. Dallas Dance, Superintendent of the Baltimore County Public School System, submitted a request to the Interagency Committee for Public School Construction (IAC) and Board of Public Works (BPW) for a waiver of the systemic renovations regulation regarding the bidding process for systemic projects.

Granting this waiver is essential to the BCPS plan to accelerate the installation of air conditioning systems in county schools. By granting the waiver, the BCPS can initiate the bidding process by January 2017 and better assure that the county's schedule for air conditioning elementary and middle schools can be met.

Presently, a dozen Baltimore County Schools still do not have air conditioned environments for students. Hot days, which typically occur at the beginning and end of the school year, have made it difficult to achieve optimal instruction time.

The Baltimore County Delegation strongly endorses Dr. Dance's request for a waiver and respectfully requests your support. We believe expediting the bidding process will positively enhance the classroom environment and instruction for both faculty and students.

August 17, 2016  
Page 2

Sincerely,

A handwritten signature in black ink that reads "Steve Lafferty". The signature is written in a cursive, slightly slanted style.

Steve Lafferty

C: County Executive Kevin Kamenetz  
Dr. Dallas Dance  
The Honorable Barbara Hoffman  
The Honorable John Bohanan  
Ms. Yolanda Winkler

## Waiver Not Granted

September 15, 2016

<b>Current Timeline</b> <i>(if LEA waits until BPW approval of Projects)</i>	IAC approval of CIP Request	BPW approval of projects.	DGS Review (20 workdays or 4 weeks)	LEA Response (10 workdays) DGS gives LEA approval to solicit	LEA Solicitation (14 days min.) <sup>1</sup>	LEA opens bids (4 weeks) <sup>2</sup>	Baltimore County BOE approval of contracts <sup>3</sup>	IAC approval of contract <sup>4</sup>	Construction Begins	Substantial Completion Elementary Schools <sup>5</sup>	Substantial Completion High Schools <sup>6</sup>
PSCP Proposed	12/15/16	01/25/17	02/22/17	03/08/17	03/28/17	04/14/17	04/18/17	05/11/17	05/12/17	08/31/17	08/31/18
BCPS Actual	12/15/16	01/25/17	02/22/17	03/08/17	03/30/17	04/27/17	06/13/17	06/27/17	06/28/17	08/31/18	08/31/19

Date Task Completed

## Waiver Granted

September 15, 2016

<b>Proposed Timeline</b> <i>(if LEA proceeds prior to BPW approval of Projects)</i>	IAC Meeting	DGS Review (20 workdays or 4 weeks) <sup>7</sup>	LEA Response	LEA Solicitation (14 days minimum) <sup>1</sup>	LEA opens bids (4 weeks) <sup>2</sup>	Baltimore County BOE approval of contracts <sup>3</sup>	BPW approval of projects.	IAC approval of contract <sup>4</sup>	Construction Begins	Substantial Completion Elementary Schools <sup>5</sup>	Substantial Completion High Schools <sup>6</sup>
PSCP Proposed	09/15/16	10/13/16	10/27/16	11/16/16	12/06/16	01/10/17	01/25/17	01/26/17	03/10/17	08/31/17	08/31/18
BCPS Actual	09/15/16	10/21/16	11/04/16	12/01/16	01/03/17	02/21/17	01/25/17	03/31/17	03/14/17	08/31/17	08/31/18

Date Task Completed

### Notes:

- BCPS only advertises projects on Thursdays.
- BCPS allows 4 weeks for advertising in the event that extensions or addenda are required.
- The MBE requirements and regularly scheduled Board of Education meetings require 5-8 weeks.
- IAC meeting dates are approximated.
- For elementary schools, one full summer will be required to perform all abatement and construction activities in heavily occupied areas.
- For middle and high schools, two full summers will be required to perform all abatement and construction activities in heavily occupied areas.
- Actual submission of all waived projects will begin on September 23, 2016. Therefore, it is estimated that the DGS review will be completed on October 21, 2016.

September 15, 2016

### **Observations why the denial of the waiver will delay the air conditioning projects:**

1. Based on the last 4 years of experience installing central air conditioning in 37 BCPS schools, a minimum of 5-6 months, including 1 summer, is necessary to successfully perform the work in an elementary school. *Typically, middle and high schools require a minimum of 2 summers.*
2. The 2-3 months prior to school ending, and the summer construction beginning, are necessary to approve equipment selections, perform sufficient abatement on weekends, install miscellaneous piping during 2nd shift, and install the outside piping and chiller pad.
3. Although extensive coordination is being performed with BGE on all 27 air conditioning projects proposed for next summer, without granting the waiver, there is insufficient time to complete the required electrical upgrades.
4. There will be inadequate time to deal with unforeseen conditions.
5. Based on several years of recent experience, jobs which bid early, get more interest from contractors trying to secure work for the following summer, and thereby, creates a more competitive bidding environment.

### **Observations why granting the waiver will be necessary to complete the air conditioning projects on time:**

1. Granting the waiver, provides the contractor with a 6 month schedule to complete the elementary school projects and provide air conditioning to the classrooms in the middle schools. Additionally, the March 2017 Notice to Proceed allows the contractor to take advantage of a late Spring Break in April of 2017.
2. A March Notice to Proceed provides the contractor with a 3 month head start, prior to the end of school, to process equipment selections, perform sufficient abatement on weekends, install miscellaneous piping during 2nd shift, and install the outside piping and chiller pad.
3. Granting the waiver, provides the contractor with sufficient time to prepare for the electrical upgrade and coordinate the upgrade with BGE. This also allows BCPS to coordinate BGEs efforts across all concurrent projects.
4. There will be adequate time to deal with unforeseen conditions.
5. Granting the waiver will allow BCPS to advertise these projects early, possibly obtaining more interest from contractors trying to secure work, and thereby, creating a more competitive bidding environment.

**C. EXECUTIVE DIRECTOR – QUALIFICATIONS AND PROCESS FOR SELECTION**

Under Education Article 5-302, the Executive Director is appointed by the Interagency Committee on School Construction (IAC) with approval by the Board of Public Works (BPW). At the IAC Meeting of Wednesday, June 15, 2016, the IAC met in Closed Session to discuss the positions of Executive Director, Interim Executive Director, and Acting Executive Director. Proposed qualifications for the Executive Director were distributed and discussed. A motion was made for an Interim Executive Director for the Public School Construction Program to be appointed on a contractual basis for a period of eight to twelve months after which the incumbent would be allowed to apply for the permanent position of Executive Director.

A decision was made at the August 30, 2016 IAC Meeting to proceed with the recruitment of the permanent Executive Director. The draft Position Announcement and the draft Position Description (MS22) have been composed. (Attachment 5 and 6.)

For discussion are the position qualifications, found in the position announcement, as well as the following process and timeframe.

**Steps:**

- IAC approval of qualifications
- Advertise (4 weeks)
- Short list
- Interview (Committee)
- Interview (IAC)
- Select, with approval of Board of Public Works

**Selection Committee:**

Reviews applications, develops candidate recommendations for IAC:

- PSCP Deputy Director
- PSCP Director of Fiscal Services
- Designees
- Representative selected by MSDE: Capital Budgeting Office
- Representative selected by Legislature
- Representative selected by BPW
- Representative selected by LEA facility planners

**Timeframe:**

- September: IAC approval of qualifications and process.
- September: Advertise
- October/November: Committee Sends recommendations to IAC
- October/November: Interviews conducted by IAC
- November 17: IAC Approval
- December: BPW Approval

FOR INFORMATION AND DISCUSSION ONLY  
NO FORMAL ACTION IS REQUIRED

**POTENTIAL ANNOUNCEMENT DISTRIBUTION, AND ASSOCIATED COSTS**

**Maryland Superintendents and Facility Planners** – Free, can send an email

**State Facility Directors – Nationwide** – Free, can send an email

**A selection of large school systems – Nationwide** – Free, can send an email

**Baltimore Sun papers** – For a 21 line ad, the cost would be \$2,200. This includes advertising one Sunday and one Wednesday in the newspaper and 30 days on-line.

**The Washington Post** – For a 21 line ad, the cost would be \$2,200. This includes 4 Sundays and 35 days on-line.

**ASBO – MD & DC** – free

**Education Week magazine** - \$495 for 30 days

**Maryland Association of Boards of Education** – does not advertise

**Council of Educational, Administrative and Supervisory Organizations of Maryland** – free

**American Institute of Architects – Maryland Chapter** - \$50 for 30 days on-line

**National Council on School Facilities** – free

**ASBO International** – Their magazine is “School Business Affairs”. Cost is \$2,380 for a full page ad, \$1,700 for a ½ page ad, and \$1,250 for a 1/3 page ad. Ad will run in only one issue of their magazine.

**Maryland Business Roundtable for Education** – They do not post job advertisements.

**Council of Great City Schools** – Only Baltimore City Public Schools can advertise on this website.

**American Institute of Architects – Chesapeake Bay Chapter** – They do not advertise job postings.

**The Chronicle of Higher Education** – Sixty days on-line will cost \$320.00

**International Facilities Management Association** - \$425 on-line for 30 days

**American Institute of Architects – Potomac Valley Chapter** - \$50.00 for 30 days on-line

**Major colleges and universities** – Can send an email job posting to their HR offices

**American Institute of Architects, National** – Can be posted on their website for 30 days. \$184 for members, \$289 for non-members. Number of lines/words unlimited.

**Search Organizations** –

- We spoke with Marc Nicole and Cindy Kollner at DBM. Both advised that pursuing a headhunter approach is not cost effective for any State agency. In this case, a headhunter fee for full services could be 1/3 of the position’s salary, or roughly \$50,000. The only way this agency could afford to assume this cost would be to keep the E. D.’s position vacant for a minimum of 5 months.
- We will continue to investigate the possibility of obtaining a list of names (only) from a Search Organization.

## **Executive VII**

08-\_\_-2016

### **Executive Director Public School Construction Program**

#### **INTRODUCTION**

The Public School Construction Program, a State agency, has a position available for an Executive Director.

This is an Executive Appointment position which serves at the will of the Interagency Committee on School Construction, with approval by the Board of Public Works

#### **GRADE**

EXEC VII/EPP 0004

#### **MAIN PURPOSE OF THE JOB**

The Executive Director (E. D.) is a leadership, position helping to drive and carry out the policies and actions of the Interagency Committee on School Construction (IAC). The E.D. should be a highly motivated individual who is knowledgeable in the design and construction process and in the technical and managerial skills needed to successfully run a government agency of 18 individuals who process and monitor a capital program that at any time has an approximate value in excess of \$2 billion and typically includes as many as 2,800 projects in various stages of planning, design, construction, and close-out. This individual will conduct all actions needed to fulfill the IAC mission of supporting the statewide equity of school facility conditions and maintaining the highest quality of school facility planning, design, construction, and maintenance. Responsibilities include driving the capital improvement program including project recommendations, interpretation and development of regulation and procedure, representing the IAC before the Legislative bodies and the Board of Public Works (BPW) and participation in the development of legislation. The Executive Director also provides leadership, resources, and assistance to local school systems, local governments, and others in the fulfillment of their public school facility duties.

#### **POSITION DUTIES**

- Manages the Public School Construction Program, including correspondence, administration of staff and office issues, development of annual PSCP operating budget with Director of Fiscal Services, coordination of agency actions with staff of the IAC and other agencies, and serving as formal representative for the State Superintendent on standing councils and committees (Maryland Green Building Council and Sustainable Growth Commission).
- Takes a primary role in the annual Capital Improvement Program (CIP), identifying new policy requirements that have application, reviewing with the CIP team all applications for planning and funding approval, developing recommendations for project funding and planning, coordinating communications with LEAs and others, working with the Programs Manager on meeting schedules, assisting individual LEAs with questions on policy and technical issues, leading hearings and meetings, presenting the IAC with

recommendations at four stages of the CIP process, and developing CIP documents and reports.

- Works with Programs Manager and Designees on two other capital funding programs.
- Reports to the General Assembly on the IAC operating and capital budgets, occasionally participates in the development of legislation, and testifies on legislation that affects public school construction.
- Under leadership of the Chair, manages the agenda at IAC meetings, reviews routine agenda items and develops unique agenda items and reports, works with the Deputy Director (D.D.) on annual Managing for Results (MFR) report to Department of Budget and Management (DBM), and informs IAC members of important developments in policy or legislation that may affect school construction.
- Chairs twice-monthly meetings of IAC staff (Designees and others), including discussion on critical policy and project matters.
- Promotes among the school systems innovative, effective, and economical methods in school planning, design, procurement, construction, and maintenance.
- Assists the Deputy Director in the management of the Maintenance Inspection Program, including final review of all reports and correspondence, as well as long-term analysis of data.
- Provides assistance to school system officials on all matters related to school facility management, including interpretation of statute, regulation and policy.
- Participates as a member of the *Memorandum of Understanding* on the Baltimore City Public Schools 21<sup>st</sup> Century Building Program, and works with Baltimore City Program Manager on all issues related to City Schools project administration, planning, and maintenance.
- Leads and/or participates in special projects, e.g. on school financing and cost containment.

This position will require:

- Capacity to lead an agency of 18 positions, and work collaboratively and regularly with an inter-agency team of State officials;
- Capacity to communicate accurately and clearly with a range of stakeholders, including the local boards of education and local governments, the IAC, the Board of Public Works, the General Assembly, and others.
- Capacity to develop succinct, thorough, and accurate reports on a variety of facility matters;
- Experience with public sector facilities management, public speaking, testifying, and report research and writing
- Availability to work early or extended hours as required to meet deadlines;
- Effective communication and coordination with Deputy Director and other PSCP staff at all times;

Interviews will be conducted with the IAC.

## **MINIMUM QUALIFICATIONS**

### Education:

Possession of a Masters Degree in at least one of the following: architecture, engineering, planning, public administration, business management, education.

or:

Professional registration as one of the following: architect, engineer or extensive experience in an equivalent facility and/or planning-related discipline.

Experience:

Five years progressively responsible experience in one of the following fields: architecture, engineering, educational facilities planning and management or equivalent experience in related fields of public policy, with responsibility for the management of an organization, including the development and management of organizational budgets.

Note:

- Candidates may substitute comparable experience that demonstrates knowledge of facility planning, design, or community planning, as well as knowledge of organizational management, such as management of a business or nonprofit organization, on a year-for-year basis for the required experience.
- Experience must include the writing of quality reports and correspondence.

**PREFERRED QUALIFICATIONS:** (Not required for consideration.)

- Familiarity with design and operations of public school facilities, as well as the educational, operational, staffing, and capital constraints experienced by local school systems;
- Possession of additional education and certification in fields such as mechanical maintenance or construction, electrical maintenance or construction, code compliance, fire safety, and/or similar fields in the facility building and maintenance industry;
- Knowledge of capital planning, project management and building maintenance techniques;
- Familiarity with the Maryland legislative process and the operations of Maryland State government;
- Experience with community interaction;
- Familiarity with the unique challenges of urban and rural educational systems;
- Demonstrated experience writing documents that include observations, evaluations or analysis to explain or advance an overall objective of an organization;
- Competent working knowledge of Microsoft Excel, Microsoft Project or similar project management software, and database applications;
- Excellent verbal and written communication skills, including mastery of grammar and spelling and the ability to develop professionally written formal reports;
- Demonstrated ability to work collaboratively with a wide range of stakeholders, and to be able to build consensus.

**STATE OF MARYLAND  
DEPARTMENT OF BUDGET AND MANAGEMENT  
OFFICE OF PERSONNEL SERVICES AND BENEFITS  
301 West Preston Street  
Baltimore, Maryland 21201**

IAC Meeting  
September 15, 2016  
Page 30 of 84  
Attachment 6

## POSITION DESCRIPTION

REVIEW INSTRUCTIONS PRIOR TO COMPLETION

<b>PART I. IDENTIFYING POSITION INFORMATION</b>
---

**ITEMS 1-6** to be completed by Agency Personnel Office.

1. PIN 002434	2. CLASS CODE/GRADE EXEC VII-9627/EPP 0004
3. SERVICE EXECUTIVE MANAGEMENT	4. IS THIS POSITION DESIGNATED AS A SPECIAL APPOINTMENT? YES
5. OVERTIME STATUS EXEMPT	6. AGENCY APPROPRIATION CODE 23.05.03

**ITEMS 7-13** to be completed by the supervisor.

7. Current Employee's Name, if applicable VACANT

8. Class Title EXECUTIVE VII  
Working Title, if different EXECUTIVE DIRECTOR

9. Department or Agency Name PUBLIC SCHOOL CONSTRUCTION PROGRAM  
Division, Unit or Section N/A

10. Work Location/Address 200 W. Baltimore St. 2<sup>nd</sup> Fl.; Baltimore, MD 21201

11. Name of Immediate Supervisor Dr. Karen Salmon  
Title of Immediate Supervisor Chair, Interagency Committee on School Construction

12. Work Schedule: (Check all that apply)

<input checked="" type="checkbox"/> Permanent Day Shift	<input type="checkbox"/> Rotating Shift
<input type="checkbox"/> Permanent Evening Shift	<input checked="" type="checkbox"/> Full Time
<input type="checkbox"/> Permanent Night Shift	<input type="checkbox"/> Part Time
<input type="checkbox"/> Other (Explain) _____	

13. If applicable, how long has the current employee been performing the duties listed below?  
\_\_\_\_\_

**ITEMS 1-7** If additional space is required, attach a separate sheet.

**MAIN PURPOSE OF THE JOB:**

- Carries out the policies and actions of the Interagency Committee on School Construction (IAC). The IAC was established through legislation by the Board of Public Works (Governor, Treasurer, Comptroller) to manage the Public School Construction Program.
- Conducts all actions needed to fulfill the IAC mission of statewide equity of school facility condition in every jurisdiction and maintaining the highest quality of school facility planning, design, construction, and maintenance, including capital recommendations, interpretation of regulation and procedure, development of legislation, and assistance to local school systems as needed.
- Assists local educational agencies, local governments, and others in the fulfillment of their public school facility duties.
- Promotes among the school systems innovative, effective, and economical methods in school planning, design, procurement, construction, and maintenance.

1. **ESSENTIAL JOB FUNCTIONS AND OTHER ASSIGNED DUTIES** - List duty and responsibility statements that identify the essential job functions and other assigned duties. Essential job functions are the fundamental job duties of a position that if not performed will alter the job. (Identify **essential job functions** by highlighting, **underlining**, etc.)

% of Time and/or Weight of Importance	Job Duty
5%	<p><b>GENERAL ADMINISTRATION OF PROGRAM:</b></p> <p><b>Designees to IAC:</b></p> <ul style="list-style-type: none"> <li>• Chairs twice-monthly meetings of IAC staff (Designees and others)</li> <li>• Engages in frequent discussion on critical policy and project matters.</li> </ul>
5%	<p><b>Interagency Committee on School Construction:</b></p> <ul style="list-style-type: none"> <li>• Under leadership of the Chair, manages the agenda at IAC meetings.</li> <li>• Reviews routine agenda items and develops unique agenda items, including reports required by Legislature or Administration.</li> <li>• Works with Deputy Director (D.D.) on annual Managing for Results (MFR) report to Department of Budget and Management (DBM) (report is used by DLS during legislative session).</li> <li>• Informs IAC members of important developments in policy or potential legislation that may affect school construction.</li> </ul>

5%

**Agency Duties (Public School Construction Program):**

- Reviews most office correspondence.
- Develops unique correspondence, e.g. re: Baltimore City.
- Administers staff of the PSCP and addresses other office issues.
- Works with Director of Fiscal Services on annual PSCP operating budget.
- Coordinates agency actions with staff of the IAC and other agencies.
- Represents State Superintendent on Maryland Green Building Council (meets monthly) and Sustainable Growth Commission (meets bi-monthly).

25%

**CAPITAL IMPROVEMENT PROGRAM (CIP):**

- General:
  - Takes primary role in identifying new policy requirements that have application;
  - Has initial responsibility for developing recommendations for project funding and planning, to be discussed at length with Designees prior to submission to IAC.
- Pre-submission (summer, early fall)
  - Coordinates July *Instructions* to LEAs (Local Educational Agency) and Memo, letter to EGRC-eligible LEAs.<sup>1</sup>
  - Assists Programs Manager to develop LEA autumn meeting schedule.
  - Meets with LEAs that request a pre-submission meeting.
  - Assists individual LEAs with questions on policy, technical issues; visits key school facilities as needed.
- Preliminary Recommendations and Approvals (early October to end of December):
  - Chairs meetings with all submitting LEAs, week of October 10 through end of October/beginning of November.
  - Reviews with the CIP team all applications for planning and

---

<sup>1</sup> The Capital Grant Program for Local School Systems with Significant Enrollment Growth and Relocatable Classrooms (EGRC) was established through SB 490 Chapter 355, Laws of Maryland 2015. The initial appropriation for fiscal year 2016 was \$20,000,000. In 2016 the appropriation was increased from \$20,000,000 to \$40,000,000 (SB271, Chapter 665 and HB722, Chapter 666 of the Laws of 2016), which specifies that in 2016 and in each fiscal year thereafter, the Governor shall provide an additional grant of \$40,000,000 in the capital improvement program to the Public School Construction Program.

funding approval.

- Conducts Designee meetings every week to determine eligibility of projects, discuss additional submission items needed.
- Presents IAC with recommendations for approximately 58% of Governor's preliminary budget (mid-November).
- Prepares recommendations for 75% of Governor's preliminary budget.
- Meets with IAC in December: all-day appeal hearing with LEAs, approval of recommendations to BPW (early to mid December).
- Coordinates the preparation of December 31 CIP book (green copy); delivery to BPW, legislature, others.
- Meets with individual BPW members or their representatives prior to January approval meeting.
- Presents the CIP to the BPW at approval meeting (late January).
- Interim Recommendations (early January to March 1):
  - Presents IAC with recommendations for 90% of submitted capital budget.
  - Before March 1, submits approved IAC recommendations to BPW, legislature, others; notifies LEAs.
- Final Recommendations and Approvals (March to May):
  - Presents 100% recommendations to IAC.
  - Presents IAC-approved recommendations to BPW.
  - Coordinates the publication of final CIP document by June 1 and processes amendments as needed throughout the year.<sup>2</sup>

4%

**OTHER CAPITAL FUNDING PROGRAMS:**  
***Aging Schools Program (ASP):***

- Presents statutorily-determined LEA allocations to IAC for approval as recommendations, then to BPW for approval.
  - For FY 2017, action has been deferred pending transfer of funds by Governor to establish the allocation; if other sources are developed, then IAC and BPW action will be required.
  - For FY 2018, legislature will approve allocation in 2017 session.
- Assists as needed in review of applications submitted by LEAs, May

<sup>2</sup> Publication was delayed past June 1 pending approval of amendments which have been subsequently deferred; publication is now complete and copies distributed.

**Qualified Zone Academy Bond (QZAB) Program:**

- Presents legislation to General Assembly to authorize bond sale (State allocations are determined by Congress).
- Assists Programs Manager and others in review of LEA competitive applications, reviews allocations with Designees, develops recommendations for IAC and BPW

16%

**LEGISLATIVE DUTIES**

**Pre-Session:**

- Meets with Capital Debt Affordability Committee (CDAC) in summer or early fall in order to outline school needs, costs, trends, etc. CDAC recommends debt limit to Assembly for all capital programs.
- May attend and present at pre-session hearings, e.g. Joint Committee on the Management of Public Funds (with others, e.g. MSA, City of Baltimore, City Schools).
- Meets with individual legislators as required.

**Session:**

- Budgets: Prepares Testimony before budget subcommittees:
  - Capital Budget:
    - Senate: Budget and Taxation - Capital Budget Subcommittee
    - House: Appropriations - Capital Budget Subcommittee
  - Operating Budget:
    - Senate: Budget and Taxation - Education, Business and Administration Subcommittee
    - House: Appropriations - Education and Economic Development Subcommittee
- Legislation:
  - Responds to requests for fiscal notes/agency impact statements sent by Department of Legislative Services (DLS). Most intense activity is between last week of January and first week of March.
  - Testifies in Annapolis on critical bills.
  - Provides input into bill tracking website (managed by Governor's Legislative Office, GLO)
  - Responds to requests for information from legislators, Administration, others
  - Meets or calls occasionally with legislators to discuss their

concerns, proposed legislation, etc.

- Meets with following to discuss legislation, other issues, hear concerns:

- Maryland Association of Boards of Education (MABE)
- Maryland Association of Counties (MACo)
- Public School Superintendents Association of Maryland (PSSAM)
- Other groups as needed.

- Reports: Submits reports:

- As required per capital budget bill or operating budget.
- As considered prudent to address emergent issues.

**Post-Session:**

- Prepares reports required under capital or operating budget, or through other legislation.

13%

**MAINTENANCE INSPECTION PROGRAM (MIP):**

- **Participates in review of inspections reports:**

- Team inspects up to 220 school facilities per year
- Reports sent to the LEAs noting school ratings and deficiencies.
- Statewide reports are developed for the IAC, BPW, legislative committees, and the public.

- Assists Deputy Director in managing a professional administrative support staff of 4 employees.

9%

**ASSISTANCE TO LOCAL EDUCATIONAL AGENCIES (LEAS), MARYLAND SCHOOL FOR THE BLIND (MSB), AND OTHERS**

- Provides direct technical assistance to LEAs and MSB, and to local government officials on matters of project planning, finance, design, procurement, construction, maintenance, and operation, as requested or needed.
- Organizes and leads tri-annual LEA Facility Planners meetings.
- Visits schools for purposes of studying specific project matters or for groundbreaking and dedication ceremonies, as needed.
- Reviews proposals for alternative financing, project procurement, and project delivery and advises LEAs on same.

15%

**BALTIMORE CITY PUBLIC SCHOOLS**

- Works daily with PSCP Baltimore City Program Manager on all matters related to facility administration (capital programming, project

scoping and administration, maintenance, operations)

- Develops correspondence as needed to CEO, delegation, others.
- Develops special reports to the IAC on facility matters.
- Evaluates criteria specified by MOU (citywide utilization, maintenance performance metrics) in development of CIP recommendations and project approvals for 21<sup>st</sup> Century Building Program.
- Assists MSDE Facilities Branch in review of project approvals and Enhanced Approval Package (EAP) for IAC approval.
- Coordinates actions with Maryland Stadium Authority and City of Baltimore.

3%

***SPECIAL PROJECTS AND BODIES:***

***21<sup>ST</sup> Century School Facility Commission (last quarter 2016):***

- Established by General Assembly to examine a range of school construction issues; will develop recommendations by December for consideration by the Assembly in 2017; full schedule is under development by Chair and the Department of Legislative Services.
- Provides (with participation of other IAC staff) support to Commission: data, analysis, reports, attendance at all meetings, presentations on specific topics (e.g. maintenance).
- May participate in and present at hearings before General Assembly, January to April 2017.

***Ancillary support for studies initiated by PSCP but to be continued by others:***

- ***Funding-Financing Study:***

- Developed in collaboration with Maryland Clean Energy Center and Department of General Services.
- Report due to Administration and General Assembly on Sept. 1 of each year: status, recommendations (if any).
- Findings will provide input into work of the 21<sup>st</sup> Century School Facility Commission.

- ***Cost Containment Study***

- PSCP-led study involving LEAs, A/E firm, and constructor to examine first cost, life-cycle cost, and pros/cons for 44 building systems under nine categories.
- Findings will provide input into work of the 21<sup>st</sup> Century School Facility Commission.

3. **LEVEL, FREQUENCY AND PURPOSE OF WORK CONTACTS:** List the contacts that this position has with individuals within the division, agency and department as well as other State agencies, other government agencies, private companies, clients, customers, vendors and the general public. These contacts may be in person, in writing or by telephone. Indicate how often the contact occurs. State the purpose of each contact, for example, to provide information, to explain procedures or decisions, to persuade or negotiate.

IAC Members, 6 scheduled meetings per year, additional *ad hoc* meetings as required:

- State Superintendent of Schools, Chairperson
- Secretary of the Department of General Services
- Secretary of the Maryland Department of Planning
- Two Members of the Public representing the Maryland House of Delegates and Maryland Senate, respectively

PSCP staff, daily: See attached Organization Chart

IAC Designees, twice monthly:

- Designee for State Superintendent, Maryland State Department of Education and other staff members as appropriate
- Designee for Secretary, Maryland Department of Planning (MDP) and other staff as appropriate
- Designee for Secretary, Department of General Services (DGS) and other staff as appropriate

LOCAL EDUCATIONAL AGENCIES: As needed

COUNTY GOVERNMENT OFFICIALS: As needed

DBM, LEGISLATIVE SERVICES STAFF: As needed

SENATE AND HOUSE:

- Capital and operating budget and education subcommittees, minimum four budget hearings during session
- These and other committees, hearings as needed on legislation, reports, etc.

MARYLAND GREEN BUILDING COUNCIL: monthly

SUSTAINABLE GROWTH COMMISSION: bi-monthly

EXECUTIVE COMMITTEE OF THE BALTIMORE CITY MEMORANDUM OF UNDERSTANDING (21<sup>st</sup> Century Building Program): Quarterly

AS NEEDED:

- Maryland Association of Boards of Education (MABE)
- Maryland Association of Counties (MACo)
- Public School Superintendents Association of Maryland (PSSAM)

4. DECISIONS AND RECOMMENDATIONS: List the decisions and recommendations that this position makes which are necessary to carry out essential job functions. State to whom recommendations are made.

Recommendations on project allocations and planning approvals, contract approvals, project and special programs/issues updates, regulatory and administrative changes, financial reports, and audits to the IAC and BPW.

Recommendations on policies, regulations, budgetary, and project administration matters (planning, design, procurement, construction, operations) to LEA officials and local government officials.

Recommendations on budgetary and legislative matters to Legislative committees.

Recommendations on policy, regulatory, and administrative matters to IAC Designees.

Decisions and recommendations to PSCP program management and maintenance management team.

Final authority on PSCP staff appointments.

5. EQUIPMENT USED - List equipment, machinery and tools used to complete this job, e.g. personal computer, calculator, typewriter, hand tools, measuring devices and lab equipment.

Lap top, desk top, calculator, cell phone, note pad.

6. NATURE OF SUPERVISION RECEIVED - Check the type of supervision that is given to this position. See instructions Part II, Item 6 for definition of terms.

- Close Supervision  
 Moderate Supervision  
 General Supervision  
 Managerial Supervision

7. WORKING CONDITIONS: (Check all that apply)

- Work involves exposure to uncomfortable or unpleasant surroundings. (Explain)
- Work involves exposure to hazardous conditions which may result in injury. (Explain)
- Work involves special physical demands such as lifting 50 pounds or more, climbing ladders, etc. (Explain)
- Work requires use of protective equipment such as goggles, gloves, mask, etc. (Explain)

**PART III RESPONSIBILITIES FOR THE WORK OF OTHERS**

This section should be completed if this position is responsible for the work of others. This includes full and part-time permanent employees, contractual or emergency employees, volunteers, reimbursable or loaned employees. If additional space is required, attach a separate sheet.

**NATURE AND LEVEL OF RESPONSIBILITY FOR WORK OF OTHERS:**

A supervisor assigns and reviews the work of other, trains employees, recommends the selection, promotion and termination of employees, approves leave and signs time cards, signs annual performance evaluations, determines and resolves procedural problems within the unit, serves as spokesperson for subordinates, explains policies and directives from management and issues formal disciplinary reminders, warnings and reprimands.

A lead worker assigns and reviews the work of others, instructs and motivates worker, is available for immediate assistance or review and performs the work of the classification.

- a) Does this position supervise employees?       Yes       No
- b) Does this position lead employees?       Yes       No

If yes, to a or b, list the names and classifications of the employees that this position supervises or leads.

- Joan Schaefer, Deputy Director - Des, Admin. Mgr Senior II
- Robert Crocetti, Director of Fiscal Services
- Vacant, Baltimore City Program Manager
- Patrick McGough, IT Assistant Director I
- Helen McCall, Executive Associate III

- c) Check the ways that this position supervises or leads these employees. (check all that apply).

- Assigns and reviews work
- Approve leave, sign time card
- Sign annual performance ratings
- Interview & select new employees
- Train employees
- Discipline employees (counsel, recommend suspension & termination) Do any of the employees supervised have supervisory responsibility? If so, list them and the names and classifications of those they supervise or attach an approved organization chart.

**PART IV PERFORMANCE STANDARDS**

PERFORMANCE STANDARDS - For each essential job function described in Part II, list the standard(s) necessary for satisfactory performance. If additional space is required, attach a separate sheet.

Chairs IAC and Designees meetings.

Final approval of IAC agendas and BPW motions.

Responds as quickly as possible to requests for information or assistance from LEAs, local governments, elected and appointed State officials, and members of the public.

Reviews and approves assignments of subordinates.

Directs oversight of the CIP, ASP, QZAB programs and indirect oversight of the Maintenance Inspection Program.

Prepares and presents budget and other testimony.

Prepares Legislative Fiscal Notes.

Participates in 21<sup>st</sup> Century Building Program-Baltimore City, including Executive Committee of *Memorandum of Understanding*

Participates in 21<sup>st</sup> Century School Facility Commission

**PART V SIGNATURES**

The following signatures indicate acknowledgment by the employee of the information on this form, when applicable, and approval by the supervisor and appointing authority.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Appointing Authority or Designee

\_\_\_\_\_  
Date

**FOR POSITIONS DESIGNATED AS A POLITICAL SPECIAL APPOINTMENT POSITION ONLY**

This is to certify that I understand that this has been designated as a special appointment position which may be filled with regard to my political affiliation, belief or opinion. I have been informed of my limited rights of appeal for any disciplinary action including termination of employment. I further understand that, in this position, I serve at the pleasure of the appointing authority and can be terminated for any reason; including my political affiliation, belief or opinion, that is not illegal or unconstitutional.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

**FOR OTHER SPECIAL APPOINTMENT and MANAGEMENT SERVICE POSITIONS ONLY**

This is to certify that I understand that this is a special appointment or management service position and I have been informed of my limited rights of appeal for any disciplinary action including termination of employment. I further understand that, in this position, I serve at the pleasure of the appointing authority and can be terminated for any reason that is not illegal or unconstitutional.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

**D. Funding Public School Construction in Maryland**

On May 6, 2014, Governor Martin O’Malley issued an Executive Order charging the Interagency Committee on School construction (IAC), in collaboration with the Department of Budget and Management and the Department of Legislative Services, and with input from the State Treasurer’s Office, local boards of education and local governments, to study:

- Creative means of increasing funding for public school construction;
- Creating more reliable revenue streams;
- The use of “lease payments or other alternative financing methods for public school construction;” and
- Local funding, county tax capacity, and county tax effort.

A final report on the study was originally due by September 1, 2015. Because of the complexity of the issues and the need to work in collaboration with other State entities, the deadline was extended to September 1, 2016.

The IAC is requested to consider for acceptance the attached report titled “Funding Public School Construction in Maryland: A Value-Capture Approach” dated September 6, 2016. Upon acceptance, IAC staff will finalize the report and will submit to Governor Hogan and the members of the Board of Public Works as well as the General Assembly.

FOR INFORMATION ONLY  
NO ACTION REQUIRED

# **FUNDING PUBLIC SCHOOL CONSTRUCTION IN MARYLAND: A VALUE-CAPTURE APPROACH**

## **Report to the Governor and the General Assembly**

Prepared by the Interagency Committee on School Construction in collaboration with the Maryland Clean Energy Center

**September 6, 2016**

### **CONTENTS**

<b>Overview</b>	<b>1</b>
<b>The Need for School Construction Funding</b>	<b>1</b>
<b>Estimates of Maryland's School Construction Needs</b>	<b>1</b>
<b>Development of an Alternative Funding/Financing Approach</b>	<b>2</b>
<b>Value Capture Through Energy Performance Contracting (EPC)</b>	<b>3</b>
<b>Methods of Value Capture: Social Impact Bonds and Energy Performance Contracting</b>	<b>3</b>
<b>The Case for Energy Performance Contracting (EPC)</b>	<b>4</b>
<b>The Need for Comprehensive Projects</b>	<b>7</b>
<b>A Regional EPC Concept</b>	<b>8</b>
<b>Moving Forward</b>	
<b>Barriers to Implementation of a Regional EPC</b>	<b>9</b>
<b>Recommendations</b>	<b>11</b>
<b>Conclusion</b>	<b>12</b>

#### **Interagency Committee on School Construction:**

**Dr. Karen Salmon, State Superintendent of Schools, Chair**  
**Secretary Wendi Peters, Maryland Department of Planning**  
**Secretary Ellington Churchill, Department of General Services**  
**Ms. Barbara Hoffman, Member of the Public Representing the Senate**  
**Mr. John Bohanan, Member of the Public Representing the House of Delegates**  
**Ms. Joan Schaefer, Acting Interim Executive Director**

#### **Maryland Clean Energy Center:**

**Ms. I. Katherine Magruder, Executive Director**  
**Mr. Wyatt A. Shiflett, II, Director of Finance Programs**

## **FUNDING PUBLIC SCHOOL CONSTRUCTION IN MARYLAND: A VALUE-CAPTURE APPROACH**

The Interagency Committee on School Construction  
September 6, 2016

### **OVERVIEW**

On May 6, 2014, former Governor Martin O'Malley issued an Executive Order charging the Interagency Committee on School Construction (IAC), in collaboration with the Department of Budget and Management and the Department of Legislative Services, and with input from the State Treasurer's Office, local boards of education, and local governments, to study:

- Creative means of increasing funding for public school construction;
- Creating more reliable revenue streams;
- The use of "lease payments or other alternative financing methods for public school construction;" and
- Local funding, county tax capacity, and county tax effort.

In addition, the study is to examine how other states fund school construction. The recommendations of the study are to be consistent "with the goals of maintaining a structurally balanced State budget and sound debt management practices." A final report on the study was originally due by September 1, 2015. Because of the complexity of the issues and the need to work in collaboration with other State entities, the deadline was extended to September 1, 2016.

This report addresses the need for the study of school funding and financing, the process by which State officials have proposed a value capture approach involving the use of large-volume Energy Performance Contracting (EPC), the current status of the effort, and recommendations for consideration by the Administration and the Maryland General Assembly.

### **THE NEED FOR SCHOOL CONSTRUCTION FUNDING**

#### **Estimates of Maryland's School Construction Needs**

Governor O'Malley's Executive Order emerged from a recognition on the part of the Administration and the Legislature that the need for public school construction funding in Maryland (as throughout the nation) is very large, and that conventional funding methods can only address a portion of the need. In 2003, the Task Force to Study Public School Facilities, known as the Kopp Commission, found that \$3.85 billion in State and local funds would be needed to bring all of Maryland's public school buildings to minimum levels of adequacy in 31 critical areas.<sup>1</sup> If the same needs were assessed today, the total cost as a result of construction cost escalation would be over \$7.8 billion. The Commission's Report of February 2004 led to the Public School Facilities Act of 2004, which established a funding goal of \$2 billion in State funding over eight fiscal years. Although this goal was exceeded in seven fiscal years, yet the gap between needs and available funding remains large: the State has met slightly more than 50% of the local CIP requests in only four of the last 12 fiscal years.

From a separate viewpoint, Prince George's County Public Schools conducted a study in 2015 that indicated a total of about \$8.5 billion would be needed to address all of the facility deficiencies in the school system. The study represents the impacts of the current construction market, the continuing aging of building systems, local capacity needs, and new educational and regulatory requirements. Combined with the assessed needs of the other large jurisdictions and extrapolated across all of Maryland's schools, it is safe to say that the total of all capital needs is now in the \$20 billion range. Not all of these deficiencies, however, are urgent. This estimate of deficiencies corresponds roughly to a calculation of \$22.6 billion that would be needed to renovate all of the square footage in Maryland that pre-dates 1990,

---

<sup>1</sup> Task Force to Study Public School Facilities, Final Report, February 2004, pages 1, 2 and elsewhere.

based on standard methods used by the Public School Construction Program (again, not all of this pre-1990 square footage is in urgent need of renovation, and a more detailed assessment would take account of recent investments in building systems). Finally, using a standard industrywide methodology in which annual capital spending is marked at 2% of the Current Replacement Value (CRV) of a facility inventory, the State of Maryland would need to spend approximately \$465 million per year to adequately fund its 138.4 million square feet of public schools.<sup>2</sup>

These needs are partially reflected in the annual Capital Improvement Program (CIP) requests that are submitted by the local boards of education. The CIP requests submitted in the fall of 2015 showed that approximately \$4.53 billion would be requested from the State in the period FY 2017 through FY 2022.<sup>3</sup> If State funding supports approximately half of the total cost of all requested projects, then the six-year CIP is likely to represent a total construction need in excess of \$9 billion. However, because of the influence of numerous factors, especially local fiscal capacity, actual CIP submissions may vary widely from the projections. More important, the CIP does not represent all facility needs in the school systems: not only are many smaller projects unsuited to CIP funding, but local fiscal constraints often limit the number of CIP requests that can be submitted in a single fiscal year. Occasionally, an LEA may proceed with a time-sensitive project in advance of a request for CIP funding, so that the submitted CIP does not always reflect the full scope of projects that are underway in the State.

Since all of the estimating methods described here deal with a future that contains many unknowns – varying demographics and student enrollments, unforeseen facility conditions, unforeseeable construction costs and interest rates - none can be considered comprehensive or entirely accurate. However, they do provide snapshots of the magnitude of the school facility needs in our state. By any account, the needs will exceed reasonable expectations of funding for the indefinite future; in this, Maryland is similar to other states in the country.

The disparity between need and capacity leads to the widespread recognition that a fundamentally different and expanded approach, complementary to the State's existing grant funding programs, is needed to address our school construction funding problem.

### **Development of an Alternative Funding/Financing Approach**

A small working group of State officials met in 2014 from May through September to initiate the study called for by Governor O'Malley's Executive Order. The officials represented the Office of the Governor, the IAC, the State Treasurer's Office, the Department of Budget and Management, and the Department of Legislative Services; officials of the Maryland Energy Administration also participated at certain points. The group conducted research into the school construction approaches of other states, along with extensive discussions about methods that are feasible within the fiscal, political, and cultural environment of Maryland. The working group examined a variety of funding methods used in other states, including taxes and fees, as well as financing methods like certificates of participation that may have application in Maryland. The group identified two fundamental approaches to increasing funds for public infrastructure:

- Revenue increases, which asks the public to contribute to the public need. The methods vary, but always consist of (and are perceived as consisting of) additional financial burdens on the public. Typical sources of revenue include taxes, user or other fees, and impact charges. Among

---

<sup>2</sup> Council of the Great City Schools, "Reversing the Cycle of Deterioration in the Nation's Public School Buildings," October 2014. The methodology assumes that buildings have been kept in good repair through adequate preventive maintenance and capital renewal programs, which is generally not the case. The 21<sup>st</sup> Century School Fund therefore recommends that an additional 1% be added to the CRV calculation to account for deferred maintenance. These calculations do not account for additional investment needed to address capacity increases or educational changes.

<sup>3</sup> FY 2017 Capital Improvement Program, Section XI. This figure includes a construction cost escalation factor of 4% per year, the factor that was used by the Department of Budget and Management and adopted by the IAC between FY 2012 and FY 2016. For FY 2017 anomalies in the construction market dictated a different factor; however, it appears that the market has returned to a more modest escalation rate, provisionally justifying the 4% figure applied to future CIP requests..

other states, Iowa has increased its sales tax by 1%, dedicating the revenue to school construction,<sup>4</sup> and Georgia has enabled local districts to initiate a Special Purpose Local Option Sales Tax (SPLOST) at their discretion.<sup>5</sup>

- *Value capture*, in which the avoidance of expenditures in an area of public need is monetized to expand the activity or to support other public activities. Value capture methods of capital funding use avoided future costs to establish the revenue streams that will pay for current public improvements. Typically, the improved efficiency, reduced waste, and avoided other costs generated from the improvement are the source of the savings. Value capture can involve physical facilities, the provision of services, or both.

Through extensive discussion, the group determined that a number of factors favor the value capture over the revenue increase approach as an alternative method for funding public school construction:

- Since value capture essentially involves efficiencies that reduce waste and improve the effectiveness of public services, it tends to enjoy wide support across the political spectrum.
- Value capture associated with public schools is reliable: since public school facilities are essential assets which typically have very long life terms, investors can enjoy a high level of security that their returns will be stable over a lengthy period of time.
- Value capture is revenue neutral. Since the value to be captured is already present in the asset under consideration, no new allocation is required to realize savings. Put differently, the savings should pay for the investments; and if structured properly, the savings can pay for administrative and program development costs as well.

## **VALUE CAPTURE THROUGH ENERGY PERFORMANCE CONTRACTING (EPC)**

### **Methods of Value Capture: Social Impact Bonds and Energy Performance Contracting**

The group considered the two most prevalent types of value-capture, the Social Impact Bond (SIB) and the Energy Performance Contract (EPC) approaches.

The SIB concept, also called “pay-for-success,” originated in the United Kingdom as a way to monetize reduced prison recidivism rates. Bonds were issued to provide the funds to improve services for prisoners, and the bond-purchasers were repaid from the savings that resulted by avoiding the costs of re-incarceration. Services were provided through a third-party entity. The UK Ministry of Justice will repay investors if recidivism is reduced by certain amounts; to date, it appears that these targets will be exceeded.<sup>6</sup> This concept, which links improved social outcomes to investments, can be applied to other areas of social need.

While SIBs appear to be gaining ground in the United States among investors, governmental bodies, and non-profit organizations, they still do not have a lengthy track record. Moreover, in the case of school facilities a successful SIB would depend on a verifiable connection between facility condition and achievement outcomes or other social benefits among students, e.g. higher lifelong earnings or higher rates of home ownership (hence improved income tax rolls or an increased property tax base). Although there is literature that supports such connections, thorough long-term studies are still lacking, and the methodological problems involved in assigning specific savings to the specific investments made would be daunting. The connection of high performance facility design and construction to measurable

---

<sup>4</sup> Secure an Advanced Vision for Education (SAVE). See <https://www.educateiowa.gov/pk-12/school-facilities/funding/secure-advanced-vision-education-save>.

<sup>5</sup> See: <http://www.gadoe.org/Finance-and-Business-Operations/Facilities-Services/Pages/Splost.aspx>

<sup>6</sup> “The first ever SIB project reduced reoffending by 8.4 percent when compared to a control group.” See Ganguly, “The Success of the Peterborough Social Impact Bond” at <https://www.rockefellerfoundation.org/blog/success-peterborough-social-impact/>

environmental benefits, e.g. reduced stormwater management capital costs, is a promising future area for SIBs.<sup>7</sup>

The Energy Performance Contract (EPC) approach is very similar to SIB, but involving reduced energy costs as the avoided expenditure that repays the investors. The vendor is typically an energy service company (ESCO) that identifies a range of energy conservation measures (ECM) in a facility, determines the cost of making the improvements, and guarantees the annual energy savings. If the energy savings are not met, the vendor must make up the difference. The savings are used to repay the investors within a certain defined timeframe, after which all savings accrue to the owner and are reflected in a reduced operating budget. Financing for the improvements can be provided by the vendor or can be obtained independently by the owner.

### **The Case for Energy Performance Contracting (EPC)**

The working group determined that the EPC approach had much to recommend it in the context of Maryland:

- Energy is a tangible, familiar, and popular area for savings:
  - Energy savings offers both cost benefits and environmental benefits through reduced resource consumption and/or pollution from energy sources;
  - Although energy saving projects may be complex, the concept is not: every homeowner understands the value of making improvements in weatherstripping, insulation, and new mechanical equipment to reduce utility bills;
  - Energy improvements often result in improved indoor environments for students and other building occupants, e.g. through enhanced lighting or indoor air quality;
  - Avoidance of waste is attractive to all political persuasions;
  - Because of the way the financing is arranged, this method engages private sector investor funds to solve a public need. Energy savings are guaranteed by the EPC contractor, so the private sector is willing to fund energy conservation measures based on the cash flow generated from energy improvements and the performance guarantee. The infusion of private funds frees up local debt capacity and operating funds to address other capital needs that have little or no return on investment and consequently are not attractive to the private market.
  - Energy savings are readily verifiable through standardized measurement and verification (MV) methods that have been developed in the industry. Reductions in energy expenditure are associated with the monthly utility bill, a reliable, simple, transparent and very frequent indicator of results.
  - In a multi-facility energy program, larger-than anticipated savings achieved at one facility can be used to offset lower savings at another, for a net program gain.
- There is already a history of successful energy performance contracting in Maryland:

---

<sup>7</sup> The District of Columbia Water and Sewer Authority recently approved a project to replace proposed storm water tunnels, known as gray infrastructure, with green infrastructure that will also serve a multitude of social purposes. The investors will be repaid according to the success of the improvements. See *The Bond Buyer*, September 2, 2016, "D.C.'s Social Impact Bond Deal Will Fund Infrastructure".

- At least six school systems have or have had EPC contracts in effect;
- The concept has been applied by a number of State entities, including the Department of General Services and the Maryland Clean Energy Center, as well as many local municipalities and universities and colleges throughout the state.
- The investment community is familiar with the approach and has indicated long-standing support for it. The EPC vendors and marketplace participants are familiar with structuring projects that are 100% debt financed and paid for over the term of the debt with the cash flow generated from the energy savings of the project.

Moreover, the potential for value capture through EPC is large:

- 41% of Maryland's 138 million square feet of K-12 educational building area pre-dates 1980. While much of this square footage has been improved through new building systems, there are still many opportunities for additional energy savings (as reflected in the number of HVAC and other energy-conserving projects submitted in the annual CIPs). In the 59% of Maryland's public school area that dates from 1981 to the present, there are also additional opportunities for energy conservation measures.

Aside from full renovation, typical improvements that yield energy savings include the replacement of older lighting systems with energy-efficient modern lighting and ballasts, the replacement and upgrading of older mechanical equipment with high-performance new equipment and systems, the introduction of energy-recovery measures, and new energy management systems. Windows and roof replacement with increased insulation, although they have longer pay-back periods, represent other opportunities to enhance the energy savings in older school buildings.

- Behavioral changes among building occupants offer opportunities for savings irrespective of the age of the building, and can be combined with savings achieved through capital investments. Students can play a major role in this effort: Montgomery County Public Schools, for example, has for years required its schools to achieve a 5% annual savings in energy over the baseline; through the willing participation of students and the fact that the results are publicly displayed, savings of 15% per year have become fairly common.
- The recommissioning of older buildings also offers opportunities for energy savings.
- The conversion of traditional fossil-fuel energy sources to clean energy sources (wind, solar, and geothermal) may represent an opportunity for additional savings. Many of these systems can be carried out as payment performance agreements (PPA), with no up-front cost to the owner of the facility.
- Water conservation measures can also be included in the improvements, leading to both cost and environmental benefits.
- Outside of the school facility arena, there may be opportunities for additional energy savings in local government and nonprofit organization buildings.
- The national movement toward Net Zero Buildings (NZB) has opened up new sources of grant funds. For example, the Public Service Commission has made more than \$9 million in grant funds available through the Maryland Energy Administration to enhance the design of three public schools in Maryland; one of these, Wilde Lake Middle School in Howard County, is scheduled to open in 2017. A second school will begin construction in Baltimore City in 2017, and the identification of the third school is underway by MEA.

In addition, since energy conservation technologies are continually improving at a rapid rate, even facilities that were recently built or renovated under then-current energy codes will be possible targets for energy conservation measures over the next ten to twenty years. Lighting technology, for example, is evolving so rapidly that even state-of-the-art installations are outdated with respect to energy performance within a few years, presenting continuing opportunities to achieve further savings. This could represent an opportunity to replenish the funding mechanisms that are established for these types of improvements.

For school facilities, immediate and measurable areas of potential value involve two areas of operational cost associated with energy:<sup>8</sup>

1. *Utility Usage*: Avoidance of excessive expenditures resulting from the operation of older, inefficient buildings and building systems. Estimates of energy reductions are developed in advance through long-standing engineering calculation methods, which have been considerably enhanced in accuracy and flexibility by computer modeling techniques. Two types of value capture arrangements involving energy are already well known among Maryland school systems:
  - Energy Performance Contracting (EPC), in which the capital investments that improve energy performance are paid for from the “business as usual” budget line established for the facility, under a guarantee from the vendor that the savings will be achieved.
  - Human Behavior Modification, in which a consultant provides recommendations for a range of modifications and accountability measures, with the fee being paid for from the achieved savings. The measures may include turning off lights, reducing or increasing the set points on unit ventilators according to the season, or eliminating “plug loads” such as coffee makers, hot plates, and microwave ovens. Human Behavior Modification has been used by Allegany County Public Schools and Somerset County Public Schools to achieve noticeable savings.
2. *Maintenance and Operations*: Avoidance of excessive staff time and resources required to maintain and operate older facilities and building systems.

In contrast to the calculation of direct energy benefits through the utility bill, the calculation of the cost benefits associated with maintenance and operations, while theoretically possible, may be very complex in practice. The reduction of energy costs at a single building represents a net energy savings for the entire school system. By contrast, the reduction of M&O expenditures in one facility through EPC improvements will not generally lead to a reduction in M&O expenditures on a systemwide basis; rather, it will mean that available staff and other resources will be freed up to be applied more effectively to the remaining schools in the fleet.<sup>9</sup> In addition, while there is little question that older building systems may require excessive maintenance and other resources (e.g. daily adjustment of controls, special-made parts no longer available in the market), the reduction of these expenditures through capital investments may be offset by the increased technical requirements of contemporary systems, particularly high-performance mechanical systems. Staff training time is a component of these additional expenditures.

---

<sup>8</sup> More distant and potentially unmeasurable social benefits may be considered to be non-financial areas of value capture: the avoidance of negative behavioral and health effects among students through improved indoor air quality, enhanced daylighting, and access to contemporary teaching equipment, and reduced absenteeism and improved retention among teachers by offering school facilities that support contemporary educational methods in the classroom and are comfortable, safe, and easy to manage. While such benefits may eventually be monetized through the social impact bond (SIB) financial instrument, these relatively untried methods are not the subject of this study.

<sup>9</sup> An example was provided by Charles County Public Schools: prior to a capital investment, a piece of HVAC equipment in one of the older schools required daily attention from a skilled mechanic. After the equipment was replaced, this same mechanic was available to give attention to other schools.

### **The Need for Comprehensive Projects**

Both of the energy-saving approaches described above – Energy Performance Contracting and Human Behavior Modification - transfer the risk of energy performance from the public owner to the vendor: unless the predicted energy savings are realized through the measures proposed by the vendor, the vendor is contractually obligated to make a payment to the owner. Both methods, however, are limited by the vendor's tolerance for risk: the vendor is only likely to propose capital improvements or behavioral changes that will result in reliable, near-term energy savings. These may not be the most beneficial changes from the perspective of long-term use of the building, of the suitability of the facility to support the educational program, or of user satisfaction or aesthetics. An example of this is windows: few building components have as much impact on learning, human comfort, and the positive perception of a facility as the quality of the windows, and yet windows are typically not included by vendors in EPCs because their initial expense is so high that the return on investment (ROI) is extremely lengthy.

The result is that EPC projects are often not carried out in a comprehensive manner that addresses all of the energy-related aspects of a building, even though the net present value (NPV) of the higher level of investment in a comprehensive scope may be larger than the simple return on investment (ROI) associated with the EPC.

Moreover, EPC improvements are tied to educational enhancements only as a by-product of the focus on energy savings: improved lighting, for example, undoubtedly has educational benefits, but this effect is mitigated if the spatial configuration, information technologies, daylighting and other design features of the learning environment are not improved at the same time. These considerations point toward the need to eventually go beyond the EPC concept toward a more comprehensive approach to building improvements. The Public School Construction Program has consistently favored such a comprehensive approach, for a number of reasons:

- By addressing a comprehensive set of building systems concurrently with educational enhancements, a building can be left in a condition that will not require major work for several decades. This represents an efficient use of scarce public resources.
- Since building systems tend to be highly interconnected, a comprehensive scope of work leads to greater coordination among trade contractors, reduced wasted effort and tear-out of installed materials or equipment, and a coordinated testing of the performance of the installed work before the contractor or contractors are released from their obligations. This also is a far more efficient use of resources than a piece-meal approach that makes coordination difficult or even impossible.
- A comprehensive approach maximizes the energy-saving potential of each specific energy conservation measure. For example, the efficiency of a high-performance HVAC system will be enhanced if the thermal performance of the building envelope is improved through windows and insulation and concurrently the electrical load is reduced through lighting upgrades that are coordinated with color changes in interior spaces. If the HVAC is carried out first and only followed later by the other improvements, it may be oversized, and an inefficient adjustment of the HVAC system will likely be required at the later time.
- The comprehensive approach also maximizes energy savings by avoiding the low-hanging-fruit pitfall, i.e., carrying out improvements that deliver an immediate return on investment, for example lighting upgrades, and in the process making it far more difficult to include in a future EPC energy conservation measures that require a longer time for repayment but deliver far greater overall savings, e.g. HVAC improvements. The best projects represent a blend of measures that deliver both short- and long-term savings.
- A comprehensive, interconnected scope of work will reduce the long-term maintenance burden on the individual school, freeing up resources to be used more effectively at other school buildings.

- Given the disruption to classroom activities that almost every capital project involves, it is better to carry out the work at one time and in a carefully planned sequence rather than return to the same school again and again.
- The size of a comprehensive set of building system improvements may allow educational enhancements to be included in the scope at a marginal additional cost, compared to the cost if these enhancements were carried out separately.

The unquantifiable corollary to these benefits will be the human comfort and psychological impacts that result from a more comprehensive approach. If these projects are tied into educational enhancements in existing buildings, or the savings are used to address new buildings and additions that are needed for educational program or enrollment capacity purposes, then long-term benefits accrue across a spectrum of financial, environmental, and social goals. Eventually, it may be possible to monetize these benefits through the SIB instrumentality.

### **A REGIONAL EPC CONCEPT**

In the summer of 2015 the then-Executive Director (E. D.) of the IAC worked closely with the Maryland Energy Administration (MEA) and the Maryland Clean Energy Center (MCEC) to identify the parameters of a statewide or regional EPC. MEA submitted an application to the U. S. Department of Energy (DOE) for grant funds to determine the energy capture potential of all Maryland schools. The grant application was not successful, and shortly thereafter the main officer at MEA who had been in charge of the project left his position. The E. D. determined in discussion with MCEC that even without the study, there was value in undertaking a regional EPC. This valuation was based in part on extensive discussion with energy service companies (ESCOs), which indicated that a large-scale EPC would realize savings across the spectrum of the program: in financing costs, project development costs, and project delivery costs. Savings in project delivery accrue through procurement of equipment in bulk, committing the vendor's workforce to a reliable stream of projects, and reduction of contractor mobilization and overhead costs through concurrent delivery of multiple projects. The same economies of scale concept was validated by investors in the financial marketplace as leading to significant cost savings.

These enhanced savings could be used to fund further energy saving measures that would not normally fall under an EPC scope of work, e.g. windows; or to increase the number of standard EPC projects that could be carried out; or, more ambitiously, to establish financing mechanisms such as revolving loan funds that could be used for both energy and non-energy related improvements.

Concurrently, the IAC staff and its partners held several meetings with representatives of school systems and local governments to learn about their concerns.<sup>10</sup> Among the most crucial results of these meetings were:

- It was determined that a tax-exempt debt issuance for a regional EPC, or a pooling of individual LEA EPCs, could be accomplished through the existing programs and capabilities of the Maryland Clean Energy Center.
- Local facility planners and fiscal officers are very interested in the savings potential of a regional EPC, but are concerned that the concept will be met with skepticism by local board members and local governmental officials (many of whom have not undertaken a jurisdictional-level EPC, and who may also be unused to working with other jurisdictions under a common contract).
- Local facility planners, who are answerable to their boards for the performance of capital investment projects, insist on retaining control of day-to-day design and construction activities (schedules, quality control, change orders, etc.).

---

<sup>10</sup> Meetings were held on June 24 and December 11, 2014, July 16, 2015, and April 1, 2016

- The facility planners are receptive to the idea of working within a multi-jurisdictional contract with one or more ESCOs, if the provisions within the contract can be tailored to their specific needs.
- The facility planners are able to standardize certain technical requirements, e.g. lamps and lighting fixtures, but other technical requirements, for example HVAC equipment and controls, must remain particular to the school system due to familiarity with their maintenance requirements, the training of their staff members, and the long-established and highly beneficial relationships they have developed with vendors.
- There is no willingness for savings to be shared across jurisdictional lines.

These discussions led the IAC E. D. and MCEC, now collaborating with the Department of General Services Energy Division, to investigate a regional EPC concept for the Eastern Shore. Further work was delayed in the second half of 2015 due to the staff changes at MEA and the annual Capital Improvement Program cycle of the IAC, as well as competing assignments from the General Assembly and the Administration.

In the spring of 2016, a meeting with officials from the nine eastern shore school systems established that there would be a high level of interest in conducting a regional EPC with a focus on the Shore. Collected information indicates that there is a minimum of \$80 million in potential energy-saving projects that could be carried out in this region.

## **MOVING FORWARD**

### **Barriers to Implementation of a Regional EPC**

If the assumptions outlined above are correct about the possible statewide energy savings in Maryland schools, then there appears to be a gap between the potential and the actual achievements to date. At this time, EPCs in Maryland have been established entirely within local jurisdictional boundaries. The potential is that a cross-jurisdictional regional or statewide effort, by significantly increasing the volume of energy projects, will concurrently reduce costs in order to capture a far larger share of the savings.

Under current energy performance contracts (EPC), the value of the energy savings is returned to the local educational agency (LEA) for repayment of the capital investment and the financing costs of the project. Once the financing costs are repaid, the savings accrue directly to the LEA throughout the life of the improvement. Under current funding, the State participates through lump-sum grants allocated in the CIP and other funding programs; this helps to write down the initial amount of project cost that must be financed by the locality, improving the pay-back terms.<sup>11</sup>

Given the clear benefits that the Maryland EPCs have generated, the question can be asked why more school systems have not adopted the EPC approach. Reasons learned anecdotally include:

- All of the potential savings that are attractive to the vendors have already been captured (Frederick).
- Improvements can be carried out at lower cost within the current capital or operating budgets (with energy savings that accrue immediately to the school board, since financing costs are built into the local government's bond debt rather than into periodic payments by the local board).
- Disputes have arisen over measurement and verification (MV), the process for determining how much energy was saved through the Energy Conservation Measure (ECM), which serves as the

---

<sup>11</sup> While the State is technically able to participate as a co-leasee in a leaseback arrangement, this requires the investment of State Paygo funds; because of federal tax rules the proceeds of tax-exempt general obligation bonds, the predominant form of State capital funding, cannot be used in this kind of arrangement. Because the State does not participate in the operating costs of facilities, it does not enjoy the savings that are accessed through the energy conservation measures.

basis for calculating whether or not the ESCO has met its obligations for guaranteed energy savings. From other states, we have also heard that vendors have not honored their commitments to produce energy savings or compensate the owner, alleging changes of use or interference by custodians or others that reduced the performance of the building systems (New Mexico). We are not aware of any situation in Maryland parallel to the New Mexico experience.

- Vendors have not been reliable in providing the maintenance services that were contracted for (Baltimore City).
- The transaction costs, including the skill levels needed to put together the deal, are too high. The transaction costs include staff time, with smaller school districts and those in less wealthy jurisdictions having less staff capacity for the development of solicitations and contracts than the larger and more wealthy school systems.

Some of these barriers are no longer operative, and others would be overcome through the proposed regional EPC. For example, rapid advances in technologies like lighting and automated control systems mean that there is room for additional savings even where energy conservation measures were previously put in place. While it is true that improvements can be carried out at lower cost using traditional bond financing, local and State debt capacity is insufficient to fund all needed improvements, and an EPC can fill the gap, freeing up capital resources for other projects. The experience of entities like the Department of General Services and MCEC can prevent conflicts over measurement and verification, and can provide the staff support to assist local officials in decision making and contract development.

The consolidation of local energy conservation measures under a single contract would spare individual LEA officials the need to develop and manage their own instruments, leaving them free to address their day-to-day facility management tasks. Obtaining funding through a larger, credit-worthy organization could open up sources of funds to which smaller jurisdictions currently have no access. Meanwhile, it does not appear that there is any barrier in State law or regulation to the concept of a regional EPC:

- Energy Performance Contracting is specifically allowed under the regulations that govern the Public School Construction Program (COMAR 23.03.05.05(3)).
- Intergovernmental Cooperative Purchasing is allowed under regulation (COMAR 23.03.03.12).<sup>12</sup>
- Intergovernmental purchasing arrangements are already in place for a number of goods and commodities, including energy, showing that cooperation among jurisdictions can be achieved.

To pursue this approach in depth, three basic questions should be researched:

1. *Potential energy savings*: What is the total value of the potential energy savings available among all public school facilities in the state of Maryland?
2. *Potential reduction of costs*: If the volume of energy conservation projects is increased significantly, how much will the costs associated with these projects be reduced through improved financing, reduced transaction costs, and efficiencies in the procurement and delivery of projects?
3. *Potential excess available funds*: Can the increase of volume in combination with the reduction of costs generate a volume of funds sufficient to establish enduring, reliable funding and financing instruments to support other types of school construction projects?

---

<sup>12</sup> Legislation proposed in 2015 and 2016 would have disallowed this method of procurement. The focus of the proposed legislation was on the purchase of project requirements by LEAs from established buying consortia. The method outlined in COMAR 23.03.03.12.C(1) by which local governments can pool their requirements in order to improve pricing and quality was apparently not a concern to the bill proponents.

Each of these three questions is associated with practical questions of implementation:

1. *Potential energy savings*: What type of assessment is needed to determine the potential energy savings in Maryland? Can this be accomplished using existing public resources, or should a third-party, regional or statewide assessment be performed? The latter approach recommends itself because it will provide uniform resources across the geographic area, and will result in uniform measures of energy savings.
2. *Potential reduction of costs*: What type of organization should be established to translate potential energy savings into a consistent volume of work that will reduce costs? Options to be investigated include locating the management in an existing State entity; establishing a new State quasi-governmental organization; establishing a consortium entity under local boards of education and/or local governments.
3. *Potential excess available funds*: Should the excess savings be channeled through a statewide organization, for example a State agency or a new public corporation that could leverage the savings by issuing debt at volume, or should it be returned directly to the school systems to allow them to do carry out more projects?

### **Recommendations**

The research questions outlined above would require an intensive, dedicated effort on the part of a multi-disciplinary team that would include the IAC, the Maryland Clean Energy Center, the Maryland Energy Administration, the Department of General Services, and the local school systems. Grant funds would be needed to support this effort.

Absent the staff and financial resources to thoroughly pursue the questions raised above, it is more reasonable to run the Eastern Shore project as a pilot program to determine if the savings are larger than would be achieved by the local boards acting on their own. The advancement of this pilot project will require a modest level of human and financial resources to manage the pre-development activities of building the preliminary project scope, securing local board and local government participation for a large scale EPC, and developing the management structure. Thereafter, the project is likely to be far less labor intensive.

We therefore propose that a new position should be established or an existing position should be dedicated to manage the Eastern Shore regional EPC project on at least a three-quarter time basis. This could be a new contractual position at the Public School Construction Program or at the Maryland Clean Energy Center, or an existing position at the Maryland Energy Administration or the Department of General Services. Dedicated management is essential to develop and sustain momentum.

Among the duties of the position would be:

- Meet with local school board and governmental officers to describe the proposed project, determine concerns and constraints, and develop support;
- Determine with the LEAs the scope of the project, including the number of projects, the project types, and the proposed schedules for completion of the project;
- Develop in collaboration with the LEAs a Request for Qualifications/Request for Proposals package;
- Explore the best contracting methodology (through a newly established Eastern Shore entity; through the MCEC; through the DGS; other);
- Explore the best financing methodology;

- Explore the best project management methodology;
- Report to the Interagency Committee on School Construction, the MCEC board, the General Assembly, the Board of Public Works, and other entities on progress in implementation of the project;
- Develop assessment methods to determine the success of the program relative to other methods for procuring the same school facility improvements. Parameters would include at a minimum total energy savings achieved, total costs avoided, and total number of projects accomplished;
- Develop a long-term strategy to sustain the energy-saving project; and
- Develop a long-term strategy to leverage savings into a permanent financial instrument that can provide funds for both energy projects and non-energy public school construction projects.

## **CONCLUSION**

This report indicates that there is considerable potential for a successful regional K-12 Energy Performance Contract (EPC) focused on the Eastern Shore of Maryland. Local interest among planners is strong, the financial market and the energy service companies have expressed interest, and there appear to be no statutory or regulatory barriers that must be overcome. The benefits to Maryland would be considerable: a reduction of overall energy use in the region; the improvement of the learning environment for many public school students; the removal of a large number of projects from current capital plans, freeing up local bonding capacity; assistance to local officials in the development of procurement and contractual instruments; and demonstration of the viability of a funding model that could be replicated elsewhere in the state.

In the longer term, this pilot could help to advance the concept of a revolving loan or other self-sustaining fund that could supplement the existing State and local capital grant programs. It is anticipated that this project will be of considerable interest to the 21<sup>st</sup> Century School Facilities Commission established by the General Assembly, which has among its charges "Identifying areas where innovative financing mechanisms including public-private partnerships, as well as alternatives to traditional general obligation debt can be used for construction and ongoing maintenance". The proposed EPC concept meets the terms of this charge.

The principle hurdle to carrying out this project is the need for focused, continuous management by a qualified individual, an obstacle that could be overcome through a contractual position or through the dedication of an existing position for a period of time. We believe that with such a position in place, rapid progress could be achieved in establishing the Eastern Shore EPC.

**SUMMARY OF SECTION III CONTRACT AWARDS**

The IAC staff has reviewed the contract procurement for the following State approved projects and recommends IAC approval.

		<u>Total Contract</u>	<u>State Funds</u>	<u>Local Funds</u>
<b><u>Anne Arundel County</u></b>				
1.	Odenton Elementary PSC #02.048.17 LPC Addition - Contract #1 (2 contracts)	<b>\$2,094,050</b>	\$1,047,025	\$1,047,025
	1 - North Point Builders, Inc.	\$2,039,000		
	2 - Electrical Automation Services	\$55,050		
2.	Odenton Elementary PSC #02.048.17 LPC K Addition - Contract #1 (1 contract)	<b>\$3,140,575</b>	\$1,548,000	\$1,592,575
	1 - North Point Builders, Inc.	\$3,058,000		
	2 - Electrical Automation Services	\$82,575		
3.	West Meade Early Education Center PSC #02.072.17 SR Systemic Renovation - HVAC/Windows/Ceilings/Lighting Replacement	<b>\$381,486</b>	\$31,000	\$350,486
	2 - Electrical Automation Services	\$302,476		
	3 - Northstar Contracting Group	\$79,010		
4.	South Shore Elementary PSC #02.077.17 SR Systemic Renovation - Roof Replacement	<b>\$905,750</b>	\$452,875	\$452,875
	SGK Contracting, Inc.	\$905,750		
5.	North Glen Elementary PSC #02.118.17 LPC K Addition - Contract #2 (1 contract)	<b>\$75,000</b>	\$37,500	\$37,500
	2 - Electrical Automation Services	\$75,000		
<b><u>Cecil County</u></b>				
6.	Bay View Elementary PSC #07.036.17 QZ QZAB - Playground	<b>\$248,545</b>	\$248,545	\$0
	Game Time c/o Cunningham Recreation	\$248,545		

**SUMMARY OF SECTION III CONTRACT AWARDS - Cont'd**

**Howard County**

7.	New Northeastern #42 Elementary PSC #13.089.16EGRC/17/17EGRC LPC New - Contract #1 (11 contracts)	<b>\$31,734,840</b>	\$12,000,000	\$19,734,840
	16A - Key Systems, Inc.	\$5,101,650		
	1A - William F. Klingensmith, Inc.	\$5,212,000		
	2A - Urban N. Zink Contractor, Inc.	\$4,275,245		
	3A - Sody Concrete Construction, Inc.	\$1,305,000		
	4A - KaRon Masonry of Maryland, Inc.	\$4,184,000		
	5A - S. A. Halac Iron Works, Inc.	\$2,300,000		
	7A - CitiRoof Corporation	\$1,369,000		
	9A - J. A. Argetakis Contracting Company, Inc.	\$1,192,000		
	9C - Argos Construction Company, Inc.	\$217,096		
	11A - Ashland Equipment, Inc.	\$249,849		
	15A - G. E. Tignall & Company, Inc.	\$6,329,000		

**Prince George's County**

8.	Largo High PSC #16.011.15 C SSR Renovation - Business & Finance CDCI, Inc.	<b>\$1,136,192</b>	\$407,000	\$729,192
		\$1,136,192		
9.	Largo High PSC #16.011.13/15 C Renovation - Open Space Conversion - Contract #1 (1 contract) CDCI, Inc.	<b>\$3,622,426</b>	\$1,852,000	\$1,770,426
		\$3,622,426		
10.	Largo High PSC #16.011.16 C SSR Renovation - Health & Bioscience CDCI, Inc.	<b>\$1,606,789</b>	\$949,277	\$657,512
		\$1,606,789		

**Summary Totals**

**Total Projects: 10                      Total Contracts: 23                      \$44,945,653    \$18,573,222    \$26,372,431**

**IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:**

	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**SECTION III - APPROVAL OF CONTRACTS**

**LEA:** Anne Arundel County

**PSC No** 02.048.17 LPC

**Project Name:** Odenton Elementary

**Bid Opening:** 5/3/16; 5/10/16

**Project Type:** Addition

**Scope of Work:** Contract #1 (2 contracts)

**Basis for Award of Contract:** base bid plus alts. 5 & 6 and proposal dated 5/10/16 utilizing AACPS contract #15CN-060

**Basis of Funding:** 50% of eligible base bid plus alts. 5 & 6 and proposal

**Local Funds:** \$1,047,025

**State Funds:** \$1,047,025

**Total Contract:** \$2,094,050

**State Contingency for Change Orders:** \$26,176

<b>Transfer State Funds:</b>	<b>Account No.</b>	<b>Amount</b>
<b>Decrease Project Amount:</b>	<u>02.048.2017</u>	<u>\$186,799</u>
<b>Increase Contingency Amount:</b>	<u>40.000.2017</u>	<u>\$186,799</u>
<b>Decrease Contingency Amount:</b>		<u>\$0</u>
<b>Increase Project Amount:</b>		<u>\$0</u>

<b><u>Contract #</u></b>	<b><u>Contractor</u></b>	<b><u>Total Contract</u></b>
1	North Point Builders, Inc.	\$2,039,000
2	Electrical Automation Services	\$55,050
		<u><b>\$2,094,050</b></u>

**Notes:** 1) Addition of 8,712 sf and renovation of 4,400 sf.  
 2) Prevailing wage rates apply to this contract.  
 3) Combined Total Contracts \$5,097,000 (North Point Builders, Inc.) and \$137,625 (Electrical Automation Services) with Odenton E 02.048.17 LPC K Addition (\$3,058,000 and \$82,575 respectfully).

**IAC Approval Date:**

---

**SECTION III - APPROVAL OF CONTRACTS**

**LEA:** Anne Arundel County

**PSC No** 02.048.17 LPC

**Project Name:** Odenton Elementary

**Bid Opening:** 5/3/16; 5/10/16

**Project Type:** K Addition

**Scope of Work:** Contract #1 (1 contract)

**Basis for Award of Contract:** base bid plus alts. 5 & 6 and proposal dated 5/10/16 utilizing AACPS contract #15CN-060

**Basis of Funding:** 50% of eligible base bid plus alts. 5 & 6 and proposal up to the amount of maximum allocation

**Local Funds:** \$1,592,575

**State Funds:** \$1,548,000

**Total Contract:** \$3,140,575

**State Contingency for Change Orders:** \$0

	<b>Account No.</b>	<b>Amount</b>
<b>Transfer State Funds:</b>		
<b>Decrease Project Amount:</b>		<u>\$0</u>
<b>Increase Contingency Amount:</b>		<u>\$0</u>
<b>Decrease Contingency Amount:</b>		<u>\$0</u>
<b>Increase Project Amount:</b>		<u>\$0</u>

<b><u>Contract #</u></b>	<b><u>Contractor</u></b>	<b><u>Total Contract</u></b>
1	North Point Builders, Inc.	\$3,058,000
2	Electrical Automation Services	\$82,575
		<u><b>\$3,140,575</b></u>

- Notes:** 1) Addition of 9,273 sf for five (5) kindergarten classrooms and a new security vestibule entrance.  
2) Prevailing wage rates apply to this contract.  
3) Combined Total Contracts \$5,097,000 (North Point Builders, Inc.) and \$137,625 (Electrical Automation Services) with Odenton E 02.048.17 LPC Addition (\$2,039,000 and \$55,050 respectfully).

**IAC Approval Date:**

---

**SECTION III - APPROVAL OF CONTRACTS**

**LEA:** Anne Arundel County

**PSC No** 02.072.17 SR

**Project Name:** West Meade Early Education Center

**Bid Opening:** 2/24/16; 5/9/16

**Project Type:** Systemic Renovation

**Scope of Work:** HVAC/Windows/Ceilings/Lighting Replacement

**Basis for Award of Contract:** proposals dated 2/24/16 and 5/9/16 utilizing AACPS contracts #11SC-008 and #15CN-060

**Basis of Funding:** 50% of eligible proposals

**Local Funds:** \$350,486

**State Funds:** \$31,000

**Total Contract:** \$381,486

**State Contingency for Change Orders:** \$0

<b>Transfer State Funds:</b>	<b>Account No.</b>	<b>Amount</b>
<b>Decrease Project Amount:</b>		<u>\$0</u>
<b>Increase Contingency Amount:</b>		<u>\$0</u>
<b>Decrease Contingency Amount:</b>		<u>\$0</u>
<b>Increase Project Amount:</b>		<u>\$0</u>

<b><u>Contract #</u></b>	<b><u>Contractor</u></b>	<b><u>Total Contract</u></b>
2	Electrical Automation Services	\$302,476
3	Northstar Contracting Group	\$79,010
		<u><b>\$381,486</b></u>

**Notes:** 1) Installation of an energy management system and asbestos abatement.  
2) Prevailing wage rates apply to this contract.

**IAC Approval Date:**

---

**SECTION III - APPROVAL OF CONTRACTS**

**LEA:** Anne Arundel County

**PSC No** 02.077.17 SR

**Project Name:** South Shore Elementary

**Bid Opening:** 5/12/16

**Project Type:** Systemic Renovation

**Scope of Work:** Roof Replacement

**Basis for Award of Contract:** base bid plus alt. 1

**Basis of Funding:** 50% of eligible base bid plus alt. 1

**Local Funds:** \$452,875

**State Funds:** \$452,875

**Total Contract:** \$905,750

**State Contingency for Change Orders:** \$11,322

<b>Transfer State Funds:</b>	<b>Account No.</b>	<b>Amount</b>
<b>Decrease Project Amount:</b>	<u>02.077.2017</u>	<u>\$24,803</u>
<b>Increase Contingency Amount:</b>	<u>40.000.2017</u>	<u>\$24,803</u>
<b>Decrease Contingency Amount:</b>		<u>\$0</u>
<b>Increase Project Amount:</b>		<u>\$0</u>

<b><u>Contract #</u></b>	<b><u>Contractor</u></b>	<b><u>Total Contract</u></b>
	SGK Contracting, Inc.	<u>\$905,750</u>
		<b><u>\$905,750</u></b>

**Notes:** 1) Replacement of 37,176 sf of shingle roof, 11,296 sf of built-up roof, and 1,036 sf of metal roof, installed in 1997.  
2) Prevailing wage rates apply to this contract.

**IAC Approval Date:**

---

<b>Contractor</b>	<b>SGK Contracting, Inc.</b>	<i>Autumn Contracting, Inc.</i>
<b>Addendum</b>	<b>Yes</b>	<i>Yes</i>
<b>Base Bid Amount</b>	<b>\$900,750.00</b>	<i>\$1,601,003.00</i>
<b>Alternate No. 1</b>	<b>\$5,000.00</b>	<i>\$12,000.00</i>
<b>Total Bid Amount</b>	<b>\$905,750.00</b>	<i>\$1,613,003.00</i>

**Bold** indicates awardee, *italics* indicates Minority Business Enterprise

**Alternate No. 1:** Shall be an Add Alternate for the following work: Remove and reinstall existing windows to include installation of new sill metal and mullion covers as shown on elevations B, C, and D on Drawing Sheet A-201.

**SECTION III - APPROVAL OF CONTRACTS**

**LEA:** Anne Arundel County

**PSC No** 02.118.17 LPC

**Project Name:** North Glen Elementary

**Bid Opening:** 5/9/16

**Project Type:** K Addition

**Scope of Work:** Contract #2 (1 contract)

**Basis for Award of Contract:** proposal dated 5/9/16 utilizing AACPS contract #15CN-060

**Basis of Funding:** 50% of eligible proposal

**Local Funds:** \$37,500

**State Funds:** \$37,500

**Total Contract:** \$75,000

**State Contingency for Change Orders:** \$938

<b>Transfer State Funds:</b>	<b>Account No.</b>	<b>Amount</b>
<b>Decrease Project Amount:</b>		
<b>Increase Contingency Amount:</b>		<u>\$0</u>
<b>Decrease Contingency Amount:</b>		<u>\$0</u>
<b>Increase Project Amount:</b>		<u>\$0</u>

<b><u>Contract #</u></b>	<b><u>Contractor</u></b>	<b><u>Total Contract</u></b>
2	Electrical Automation Services	<u>\$75,000</u>
		<b><u>\$75,000</u></b>

**Notes:** 1) Addition of 7,200 sf for four (4) kindergarten classrooms.  
2) Prevailing wage rates apply to this contract.

**IAC Approval Date:**

---



3410 Mountain Road  
Pasadena, MD 21122  
(410) 437-3103  
FAX (410) 437-3163  
www.easicontrols.com

May 9, 2016

**PROPOSAL/QUOTATION PGJ0037-1**

**PROJECT:**  
AACPS-NORTH GLEN ES KINDERGARTEN

**REFERENCE DOCUMENTS:**  
1. M0.01-M7.02 Spec sections 230900 etc. by James Posey Associates, Inc. dated 4/1/16

**ATTENTION:**  
Mr. Rick Jones

**SCOPE of WORK:**  
We include controls as illustrated as an extension to our existing TRIDIUM system, including updating of our existing data base for this school at Ft. Smallwood.

**TASKS: (1)**

1. PLANT: We include controls as called for on M7.02; WE ALSO INCLUDE THE PUMP VFD's.
2. UV'S: PLEASE MAKE SURE YOUR EQUIPMENT GUYS INCLUDE INSTALLATION OF THE FREEZESTATS FURNISHED BY EASI. We include the rest of the operating controls for these including the pressure relief MOD's.
3. EF'S: We include the fan control & monitoring controls shown on M7.02, including the OA MOD's. Per addendum # 1, the controls located in the outdoor storage room are rated as "explosion proof".
4. UH'S: We include the fan control & monitoring controls shown on M7.02. Per addendum # 1, the controls located in the outdoor storage room are rated as "explosion proof".
5. DSS: We include control interlock wiring and space temperature monitoring.
6. OTHER: We include submittal & as-built drawings, programming, start-up, owner demo, training and (2) year warranty. We also include (2) laptop computers with features specified.

**EXCLUSIONS:**

1. Power wiring; installation of ATC valves and MOD's; other items as specified above.

**BASE PRICE:**

*Seventy Five Thousand Dollars* ----- **\$75,000.**

PREPARED BY:  
*Greg Pronko*

ACCEPTED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE HERETO ACKNOWLEDGES TERMS ABOVE AND SERVES AS NOTICE TO PROCEED. PROPOSAL VOID IF NOT ACCEPTED BY: 6/8/16

**SECTION III - APPROVAL OF CONTRACTS**

LEA: Cecil County

PSC No 07.036.17 QZ

Project Name: Bay View Elementary

Bid Opening: 6/20/16

Project Type: QZAB

Scope of Work: Playground

Basis for Award of Contract: quote dated 6/20/16 utilizing US Communities Contract #110179

Basis of Funding: QZAB

Local Funds: \$0

State Funds: \$248,545

Total Contract: \$248,545

State Contingency for Change Orders: \$1,455

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
	Game Time c/o Cunningham Recreation	<u>\$248,545</u>
		<u><b>\$248,545</b></u>

Notes: 1) Replace existing 2001 playground with an ADA playground facility.  
2) Davis Bacon wage determinations apply to this contract.

IAC Approval Date:

---



GameTime c/o Cunningham Recreation  
 PO Box 487  
 Queenstown, MD 21658  
 800-233-0529 FAX 410-827-8855

IAC Meeting  
 September 15, 2016  
 Page 58 of 84  
 #113379

06/20/2016

**Bay View Elementary School - Option 3 (Tile) REVISED**

Cecil Co. Public Schools  
 Attn: Mike Gambill  
 910 North East Road  
 North East, MD 21901  
 Phone: 410-996-5487  
 Fax: 410-996-5695  
 mkgambill@ccps.org

Project #: P80443  
 Ship To Zip: 21901

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - Custom PowerScape Ramped Play Structure	\$54,754.66	\$54,754.66
1	USC-DISC50	USC - Additional Discount on Play Structure Purchase -	(\$2,737.73)	(\$2,737.73)
		<ul style="list-style-type: none"> <li>• The NET play structure value on this proposal is greater than \$50,000.00. This proposal qualifies for additional 5% discount off the Net value of the play structures as follows:</li> <li>• Play Structure NET Price: \$54,754.66</li> <li>• Additional USC Discount (5%): \$2,737.73</li> </ul>		
1	36059	GameTime - Nature Discovery Play House	\$8,514.28	\$8,514.28
1	38205	GameTime - Whirlin' Robin	\$3,075.24	\$3,075.24
1	38020	GameTime - Rockin Robin	\$2,440.20	\$2,440.20
1	6219	GameTime - See Saw	\$1,492.72	\$1,492.72
1	243	GameTime - Buck-A-Bout, 2 Seat	\$1,345.14	\$1,345.14
2	2313	GameTime - Saddle Seat	\$144.53	\$289.06
1	RDU	GameTime - Updated Panels for Existing Structure	\$2,457.84	\$2,457.84
1	RDU	GameTime - Memory Reactions Game Panel (Freestanding)	\$4,534.16	\$4,534.16
1	178749	GameTime - Owner's Kit	\$50.00	\$50.00
1	INSTALL	MISC - Installation of Playground Equipment	\$28,335.00	\$28,335.00



GameTime c/o Cunningham Recreation  
 PO Box 487  
 Queenstown, MD 21658  
 800-233-0529 FAX 410-827-8855

IAC Meeting  
 September 15, 2016  
 Page 0506 of 84  
 #113379

06/20/2016

**Bay View Elementary School - Option 3 (Tile) REVISED**

Quantity	Part #	Description	Unit Price	Amount
1	ILTILE-225	GT-Impax - Rubber Interlocking Tile Surfacing -  <ul style="list-style-type: none"> <li>• Area: 4,547Square Feet</li> <li>• Tile Thickness: 2.25"</li> <li>• (1,100) 2' x 2' Square Tiles</li> <li>• (92) 14" x 48" Ramp Edge Tiles</li> <li>• (1) 48" x 48" ADA Ramp Tiles</li> <li>• (6) Outside 90 Degree Corners</li> <li>• (2) Inside 90 Degree Corner</li> <li>• (75) Tubes Binder</li> <li>• Color: Standard</li> <li>• Critical Height: 5 Feet</li> </ul>	\$61,345.00	\$61,345.00
1	INSTALL	MISC - Supply and Install Concrete Pad with Stone Sub-base for Tile Surfacing (4,930 SF)	\$46,875.00	\$46,875.00
1	INSTALL	MISC - Installation of Tile Safety Surfacing - <i>Includes removal of decks on existing structure and re-installing after installation of tile is complete</i>	\$10,450.00	\$10,450.00
1	INSTALL	MISC - Remove and Dispose of Existing EWF Safety Surfacing	\$4,050.00	\$4,050.00
1	INSTALL	MISC - Remove Existing Plastic Borders and Stack on site for Customer	\$500.00	\$500.00
1	INSTALL	MISC - Excavation - <i>Includes grading, backfil and site restoration</i>	\$6,250.00	\$6,250.00
1	INSTALL	MISC - Miscellaneous Sitework and Sidewalk	\$4,500.00	\$4,500.00 ✖

Site must be clear, level, free of obstruction and accessible. Taxes, if applicable, will be added at time of purchase.  
 Contract: USC

SubTotal: \$238,520.57  
 Tax: \$0.00  
 Estimated Freight: \$10,023.94  
**Total Amount: \$248,544.51**

**SECTION III - APPROVAL OF CONTRACTS**

LEA: Howard County

PSC No 13.089.16EGRC/17/17EGRC  
LPC

Project Name: New Northeastern #42 Elementary

Bid Opening: 7/12/16

Project Type: New

Scope of Work: Contract #1 (11 contracts)

Basis for Award of Contract: base bid plus alts. 1 - 4

Basis of Funding: 55% of eligible base bid plus alts. 1 - 4

Local Funds: \$19,734,840

State Funds: \$12,000,000

Total Contract: \$31,734,840

State Contingency for Change Orders: \$0

Transfer State Funds:	Account No.	Amount
Decrease Project Amount:		<u>\$0</u>
Increase Contingency Amount:		<u>\$0</u>
Decrease Contingency Amount:		<u>\$0</u>
Increase Project Amount:		<u>\$0</u>

<u>Contract #</u>	<u>Contractor</u>	<u>Total Contract</u>
16A	Key Systems, Inc.	\$5,101,650
1A	William F. Klingensmith, Inc.	\$5,212,000
2A	Urban N. Zink Contractor, Inc.	\$4,275,245
3A	Sody Concrete Construction, Inc.	\$1,305,000
4A	KaRon Masonry of Maryland, Inc.	\$4,184,000
5A	S. A. Halac Iron Works, Inc.	\$2,300,000
7A	CitiRoof Corporation	\$1,369,000
9A	J. A. Argetakis Contracting Company, Inc.	\$1,192,000
9C	Argos Construction Company, Inc.	\$217,096
11A	Ashland Equipment, Inc.	\$249,849
15A	G. E. Tignall & Company, Inc.	\$6,329,000
		<u><b>\$31,734,840</b></u>

- Notes:** 1) New school with 97,440 sf.  
2) Prevailing wage rates apply to this contract.  
3) Lowest three (3) bidders for contract #9A deemed non-responsive (lowest bidder failed to meet MBE requirements, second lowest bidder did not submit required bid bond, and third lowest bidder failed to properly complete MBE Attachment A). Contract awarded to fourth lowest responsive bidder.  
4) Project eligible for additional funding in a future fiscal year.

**IAC Approval Date:**

**SECTION III - APPROVAL OF CONTRACTS**

**LEA:** Prince George's County

**PSC No** 16.011.15 C

**Project Name:** Largo High

**Bid Opening:** 5/5/16

**Project Type:** SSR Renovation

**Scope of Work:** Business & Finance

**Basis for Award of Contract:** base bid plus alt. 2 utilizing IFB #040-16 Pre-Qualified JOC Contractors

**Basis of Funding:** 62% of eligible base bid plus alt. 2 up to the amount of maximum allocation

**Local Funds:** \$729,192

**State Funds:** \$407,000

**Total Contract:** \$1,136,192

**State Contingency for Change Orders:** \$0

<b>Transfer State Funds:</b>	<b>Account No.</b>	<b>Amount</b>
<b>Decrease Project Amount:</b>		<u>\$0</u>
<b>Increase Contingency Amount:</b>		<u>\$0</u>
<b>Decrease Contingency Amount:</b>		<u>\$0</u>
<b>Increase Project Amount:</b>		<u>\$0</u>

<b><u>Contract #</u></b>	<b><u>Contractor</u></b>	<b><u>Total Contract</u></b>
	CDCl, Inc.	<u>\$1,136,192</u>
		<b><u>\$1,136,192</u></b>

- Notes:** 1) Renovation of 7,640 sf, for 1,136 students for the Business and Finance Program.  
 2) Prevailing wage rates apply to this contract.  
 3) Ineligible Contingency Allowance (\$100,000).  
 4) Combined Total Contract \$6,365,407 with Largo High 16.001.13/15 C Renovation Open Space Conversion (\$3,622,426) and Largo High 16.001.16 C SSR Health & Biosciences (\$1,606,789).  
 5) The project delivery method is Design-Build JOC utilizing IFB 040-16. Bidder selected by technical evaluation and price proposal. State reimbursement is contingent upon DGS review of the design before LEA proceeds to the next stage of design or begins construction. If the design is found to be inadequate to State standards and is not corrected at local expense then funding for this project may be cancelled.

**IAC Approval Date:**

---

	CDCl, Inc. (MBE)	Nastos Construction (MBE)	Tuckman-Barbee
IFB: 040-16 Largo HS Business/Finance Academy SSR Bid Form B Buyer: Donna Parks Opened: 05/05/16 @ 2PM			
Description: The total BASE BID, including the cost of all work and the cost of Builder's All Risk Insurance, which shall be provided separately as informational prices. Please Note: Base bid must include taxes. Vendors are not allowed to submit invoice separately for taxes paid for supplies			
	Bidder #1	Bidder #2	Bidder #3
A. Base Bid: (in words)	✓ \$1,101,692.00	\$892,000.00	\$1,600,000.00
Allowance (included in base bid, above):	\$100,000.00	\$100,000.00	\$100,000.00
Cost of Builder's All Risk Insurance (included in base bid above)	\$1,101.00	\$30,000.00	\$1,600.00
<b>TOTAL BASE BID</b>	\$1,101,692.00	\$892,000.00	\$1,600,000.00
Alternate 1: Provide LED lighting throughout the classrooms and corridors within scope of work in lieu of specific base bid lighting	\$45,000.00	\$520,000.00	\$22,000.00
Alternate 2: Provide new casework in rooms 113,115, 132, and 134.	✓ \$34,500.00	\$40,000.00	\$12,000.00
Alternate No.3: Existing operable partitions to be removed and replaced with new gyp board/ metal stud partitions.	\$71,400.00	\$75,000.00	\$59,000.00
Alternate No. 4: Provide ADA toilet -Reference Drawings provided	\$59,990.00	\$79,000.00	\$46,500.00
<b>TOTAL ALTERNATES</b>	\$210,890.00	\$714,000.00	\$139,500.00
<b>BASE BID TOTAL</b>	\$1,101,692.00	\$892,000.00	\$1,600,000.00
<b>GRAND TOTAL BASE BID AND ALTERNATE NOS. 1-4</b>	\$1,312,582.00	\$1,606,000.00	\$1,739,500.00
<b>D. Unit Prices</b>			
Removal and disposal off-site of unusable material -- Cu.yd	\$55.00	\$81.00	\$30.00
120-volt Duplex Outlet -- Ea.	\$335.00	\$305.00	\$200.00
120-volt Quadplex Outlet -- Ea.	\$355.00	\$419.00	\$220.00
100-foot 20-amp Branch Circuit -- LF.	\$452.00	\$731.00	\$15.00
Fire Alarm Visual Station -- Ea.	\$516.00	\$689.00	\$250.00
Fire Alarm Audio/Visual -- Ea.	\$516.00	\$703.00	\$300.00
Smoke Detector, Wired, Installed, Material & Labor -- Ea.	\$516.00	\$1,207.00	\$300.00
Data Jack, Each Type -- Ea.	\$420.00	\$504.00	\$200.00
Ceiling Tile Replacement -- SF.	\$12.00	\$12.00	\$4.00
Ceiling Grid Replacement -- SF.	\$4.00	\$9.00	\$5.00
Installation of Smart Board with System Cabling -- Ea.	\$850.00	\$6,745.00	\$9,000.00
Furnish and Install 2hr Rated Fire Damper -- Ea.	\$650.00	\$1,747.00	\$850.00
Additional Security Camera (Interior)	\$1,150.00	\$3,500.00	\$1,500.00
Additional Security Camera (Exterior)	\$1,250.00	\$4,950.00	\$1,500.00
Additional Security Camera Detector	\$350.00	\$3,500.00	\$1,500.00

81,136,192

Note 1: Bidders provided quotations that are not in alignment with other bidders' quotations.

**SECTION III - APPROVAL OF CONTRACTS**

**LEA:** Prince George's County

**PSC No** 16.011.13/15 C

**Project Name:** Largo High

**Bid Opening:** 5/5/16

**Project Type:** Renovation - Open Space Conversion

**Scope of Work:** Contract #1 (1 contract)

**Basis for Award of Contract:** base bid utilizing IFB #040-16 Pre-Qualified JOC Contractors

**Basis of Funding:** 62% of eligible base bid up to the amount of maximum allocation

**Local Funds:** \$1,770,426

**State Funds:** \$1,852,000

**Total Contract:** \$3,622,426

**State Contingency for Change Orders:** \$0

<b>Transfer State Funds:</b>	<b>Account No.</b>	<b>Amount</b>
<b>Decrease Project Amount:</b>		<u>\$0</u>
<b>Increase Contingency Amount:</b>		<u>\$0</u>
<b>Decrease Contingency Amount:</b>		<u>\$0</u>
<b>Increase Project Amount:</b>		<u>\$0</u>

<b><u>Contract #</u></b>	<b><u>Contractor</u></b>	<b><u>Total Contract</u></b>
	CDCI, Inc.	<u>\$3,622,426</u>
		<b><u>\$3,622,426</u></b>

- Notes:** 1) Renovation of 21,683 sf of open space into 22 conventional classrooms.  
 2) Prevailing wage rates apply to this contract.  
 3) Ineligible Contingency Allowance (\$100,000).  
 4) Combined Total Contract \$6,365,407 with Largo High 16.001.15 C SSR Business & Finance (\$1,136,192) and Largo High 16.001.16 C SSR Health & Biosciences (\$1,606,789).  
 5) The project delivery method is Design-Build JOC utilizing IFB 040-16. Bidder selected by technical evaluation and price proposal. State reimbursement is contingent upon DGS review of the design before LEA proceeds to the next stage of design or begins construction. If the design is found to be inadequate to State standards and is not corrected at local expense then funding for this project may be cancelled.

**IAC Approval Date:**

---

	CDCl, Inc. (MBE)	Nastos Construction (MBE)	Tuckman-Barbee
IFB: 040-16 Largo HS Open Spec Pod Conversion Bid Form A Buyer: Donna Parks 05/05/16 @ 2PM	✓		
Description: The total BASE BID, including the cost of all work and the cost of Builder's All Risk Insurance, which shall be provided separately as informational prices. Please Note: Base bid must include taxes. Vendors are not allowed to submit invoice separately for taxes paid for supplies			
	Bidder #1	Bidder #2	Bidder #3
A. Base Bid: (in words)	\$3,622,426.00	\$2,537,000.00	\$4,300,000.00
Allowance (included in base bid, above):	✗ \$100,000.00	\$100,000.00	\$100,000.00
Cost of Builder's All Risk Insurance (included in base bid above)	\$3,622.00	\$30,000.00	\$4,300.00
Pricing Breakout No. 1: Fourteen (14) portable classrooms for the duration of the construction phase of the project per the Project Specifications and 01500	\$1,388,550.00	X \$65,000.00	\$1,400,000.00
<b>Total Base Bid</b>	✓ \$3,622,426.00	\$2,537,000.00	\$4,300,000.00
B. Alternate 1: Provide 3 ADA Toilets	\$179,970.00	\$120,000.00	\$169,000.00
<b>Base Bid Total</b>	\$3,622,426.00	\$2,537,000.00	\$4,300,000.00
<b>Grand Total Base Bid and Alternate 1</b>	\$3,802,396.00	\$2,657,000.00	\$4,469,000.00
<b>D. Unit Prices</b>			
Removal and disposal off-site of unusable material -- Cu.yd	\$55.00	\$81.00	\$30.00
120-volt Duplex Outlet -- Ea.	\$335.00	\$305.00	\$200.00
120-volt Quadplex Outlet -- Ea.	\$355.00	\$419.00	\$220.00
100-foot 20-amp Branch Circuit -- LF.	\$452.00	\$731.00	\$15.00
Fire Alarm Visual Station -- Ea.	\$516.00	\$689.00	\$250.00
Fire Alarm Audio/Visual -- Ea.	\$516.00	\$703.00	\$300.00
Smoke Detector, Wired, Installed, Material & Labor -- Ea.	\$516.00	\$1,207.00	\$300.00
Data Jack, Each Type -- Ea.	\$420.00	\$504.00	\$200.00
Ceiling Tile Replacement -- SF.	\$12.00	\$12.00	\$4.00
Ceiling Grid Replacement -- SF.	\$4.00	\$9.00	\$5.00
Installation of Smart Board with System Cabling -- Ea.	\$850.00	\$6,745.00	\$9,000.00
Furnish and Install 2hr Rated Fire Damper -- Ea.	\$650.00	\$1,747.00	\$850.00
Additional Security Camera (Interior)	\$1,150.00	\$3,500.00	\$1,500.00
Additional Security Camera (Exterior)	\$1,250.00	\$4,950.00	\$1,500.00
Additional Security Camera Detector	\$350.00	\$3,500.00	\$1,500.00

Note 1: Revised Bid Form required Pricing Breakout No. 1 for Portable Classrooms for the duration of the project, but did not indicate pricing was to be included in the contractor's base bid. On May 6, 2016, Bidder No. 2 clarified that pricing for the portable classrooms was a monthly charge of \$65,000. Bidder further clarified that \$65,000 was not included in the base price of the bid. Bidders cannot change the pricing submitted. Bidder No. 1 clarified pricing provided for Pricing Breakout No.

Note 2: Bidder No. 2 clarified pricing submitted for Pricing Breakout No. 1 included the provision of portable classrooms and was included in the base bid.

**SECTION III - APPROVAL OF CONTRACTS**

**LEA:** Prince George's County

**PSC No** 16.011.16 C

**Project Name:** Largo High

**Bid Opening:** 5/5/16

**Project Type:** SSR Renovation

**Scope of Work:** Health & Bioscience

**Basis for Award of Contract:** proposal dated 5/6/16 utilizing IFB #005-14 Pre-Qualified JOC Contractors

**Basis of Funding:** 62% of eligible proposal up to the amount of maximum allocation

**Local Funds:** \$657,512

**State Funds:** \$949,277

**Total Contract:** \$1,606,789

**State Contingency for Change Orders:** \$23,732

<b>Transfer State Funds:</b>	<b>Account No.</b>	<b>Amount</b>
<b>Decrease Project Amount:</b>	<u>16.011.2016</u>	<u>\$235,991</u>
<b>Increase Contingency Amount:</b>	<u>40.000.2016</u>	<u>\$235,991</u>
<b>Decrease Contingency Amount:</b>		<u>\$0</u>
<b>Increase Project Amount:</b>		<u>\$0</u>

<b><u>Contract #</u></b>	<b><u>Contractor</u></b>	<b><u>Total Contract</u></b>
	CDCl, Inc.	<u>\$1,606,789</u>
		<b><u>\$1,606,789</u></b>

- Notes:** 1) Renovation of 13,320 sf for 1,094 students for the Health and Biosciences program.  
2) Prevailing wage rates apply to this contract.  
3) Ineligible Contingency Allowance (\$100,000).  
4) Combined Total Contract \$6,365,407 with Largo High 16.001.13/15 C Renovation Open Space Conversion (\$3,622,426) and Largo High 16.001.15 C SSR Business & Finance (\$1,136,192).  
5) The project delivery method is Design-Build JOC utilizing IFB 040-16. Bidder selected by technical evaluation and price proposal. State reimbursement is contingent upon DGS review of the design before LEA proceeds to the next stage of design or begins construction. If the design is found to be inadequate to State standards and is not corrected at local expense then funding for this project may be cancelled. Final adjustment of the State's participation shall be made at project closeout.

**IAC Approval Date:**

---



## **SECTION IV - APPROVAL OF SITES**

### **A. Frederick County: Landsdale Development, East County Elementary School Site**

The Frederick County Board of Education (FCBOE) requests site approval for a 13.3-acre site intended to use for a new, 725 seat PreK-5 elementary school. (See Figures 1 and 2, vicinity maps.) The tract is known as the Landsdale Development and is presently owned by Monocacy Investments MC, LLC. It is the first choice and only site evaluated within the development and will cost nothing as the site is to be dedicated by the developer of the Landsdale subdivision. The Board of Education approved this site on August 14, 2013 pending IAC approval. The developer is dedicating the site to the Board of Education as a condition of development approval for the Landsdale subdivision.

The site is located on the eastern side of Frederick City, in the area of the County known as Monrovia. The need for a future school in this area is documented in the Frederick County Public School's Educational Facilities Master Plan. Frederick County Public Schools intends to use its current elementary school prototype design on this site. The school is planned to open in 2021 and will accommodate 725 students in grades Pre-K-5.

The proposed school site is located within the Landsdale development, which will have 1,100 new residential units. (See Figure 3, site map.) There are over 11,000 proposed units for the greater eastern Frederick area that are currently planned or in development, including the adjacent Monrovia Town Center Planned Unit Development (PUD).

#### **Land Use**

- The site is within the County's Priority Funding Area. (See Figure 3 and 4.)
- The site is consistent with the Frederick County Comprehensive Plan. The current land use designation for the site is Low Density Residential. An elementary school is identified for this in the 2010 County Comprehensive Plan and the need for the site has been documented in the FCPS Educational Facilities Master Plan (EFMP) since 2012.
- The zoning of the site is PUD. Public schools are allowed within this zone and rezoning is not necessary.
- The adjoining uses are residential. There are no land uses nearby that will be incompatible with the school.
- The site was previously a farm field. There are no structures on the site, no demolition is necessary, and it is not within a designated historic area.
- The proposed school site is not considered prime agricultural land. The site is not designated for agricultural preservation, nor is it identified as a priority preservation area by Frederick County's 2010 Comprehensive Plan.
- FCPS is still in discussion with Frederick County Parks and Recreation for potential shared use of the new elementary school's gymnasium.

#### **Infrastructure**

- Primary access to the site is from Ed McClain Road. The developer is improving Ed McClain Road to County local road standards to accommodate the additional traffic generated by the development and the school. This road will be improved to Frederick County standards and will be maintained by the County. It is anticipated that this will occur by the end of 2016 and this school is not likely to open until 2021.
- The site will also have access to three future roads within the Landsdale subdivision (Monrovia Boulevard, Landsdale Parkway, and Maidengrass Lane).
- This school site currently does not have access to public transportation.
- Pedestrian, bicycle, and vehicular networks will also connect to this site. The developer will construct a hiker-biker path along Ed McClain Road. Students will be able to access the school site using sidewalks along the subdivision's internal roads.

#### **SECTION IV - APPROVAL OF SITES – cont'd**

- The existing Greenview/New Market Fire station is located on Fingerboard Road, approximately two (2) miles southeast of the proposed school site. Frederick County requires fire hydrants to be installed along its public roads.
- Potomac Edison is the current provider of electricity to the region. Their facilities are designed to meet the needs of the present community and proposed development in the Monrovia community growth area.
- Natural gas is provided by the Washington Gas Company and will be located across the street from the school site on three sides of the school (Monrovia Boulevard, Landsdale Parkway, and Maidengrass Lane).
- The site is located within a planned public water service area and has a classification of W3 (service within 1-3 years) in the Frederick County Water and Sewer Master Plan. Water lines will be accessible from Monrovia Boulevard. A sewer line is accessible from Maidengrass Lane. The extension of the lines to the site will be the responsibility of the developer and Frederick County Public Schools.
- There is sufficient wastewater treatment capacity in the wastewater treatment plant.
- A small forest conservation easement is located in the southwest part of the site. There are no other forest areas on the site.
- A water and sewer easement on the north side of the site is recorded.
- Telecommunication lines run along the eastern boundary of the site and are recorded in easements.

#### **Environmental and Natural Settings**

- The use of the site for a school will have minimal environmental impacts as there are no environmentally sensitive areas or waterways on the site.
- There is no 100-year floodplain on the proposed school.
- There are no tidal or non-tidal wetlands located on the proposed school
- There are no steep slopes on this site (slopes 25% or greater).
- There are no rare, threatened, or endangered species of plant or animal known to exist on or near the site.
- There are no colonial waterbird nesting areas or waterfowl staging/feeding areas known to exist on or near the site.
- There are no waterways on the site

**SECTION IV - APPROVAL OF SITES – cont'd**

Motion:

TO APPROVE THE ACQUISITION BY THE FREDERICK COUNTY BOARD OF EDUCATION OF THE 13.3 ACRE PARCEL KNOWN AS THE LANDSDALE DEVELOPMENT ELEMENTARY SCHOOL SITE (TAX MAP 88, PARCEL 44) LOCATED ON THE WEST SIDE OF MCCLAIN ROAD, IN FREDERICK, MARYLAND; ADHERING TO THE ACTIONS IDENTIFIED IN THE STATE CLEARINGHOUSE REVIEW, STATE IDENTIFIER MD20160621-0553.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:					
	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**SECTION IV - APPROVAL OF SITES – cont'd**

**Figure 1 - Vicinity Map:**

Frederick County: Landsdale Development, East County Elementary School Site

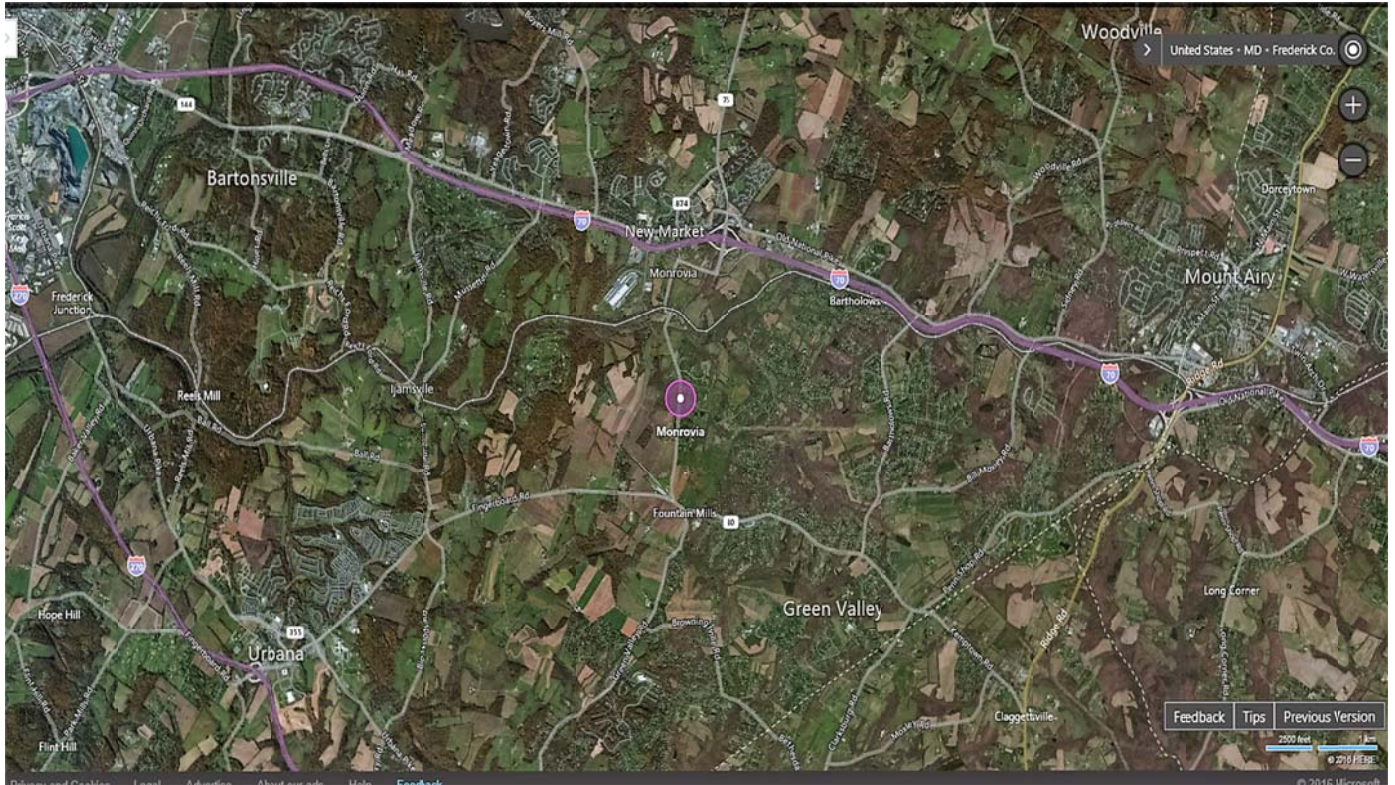
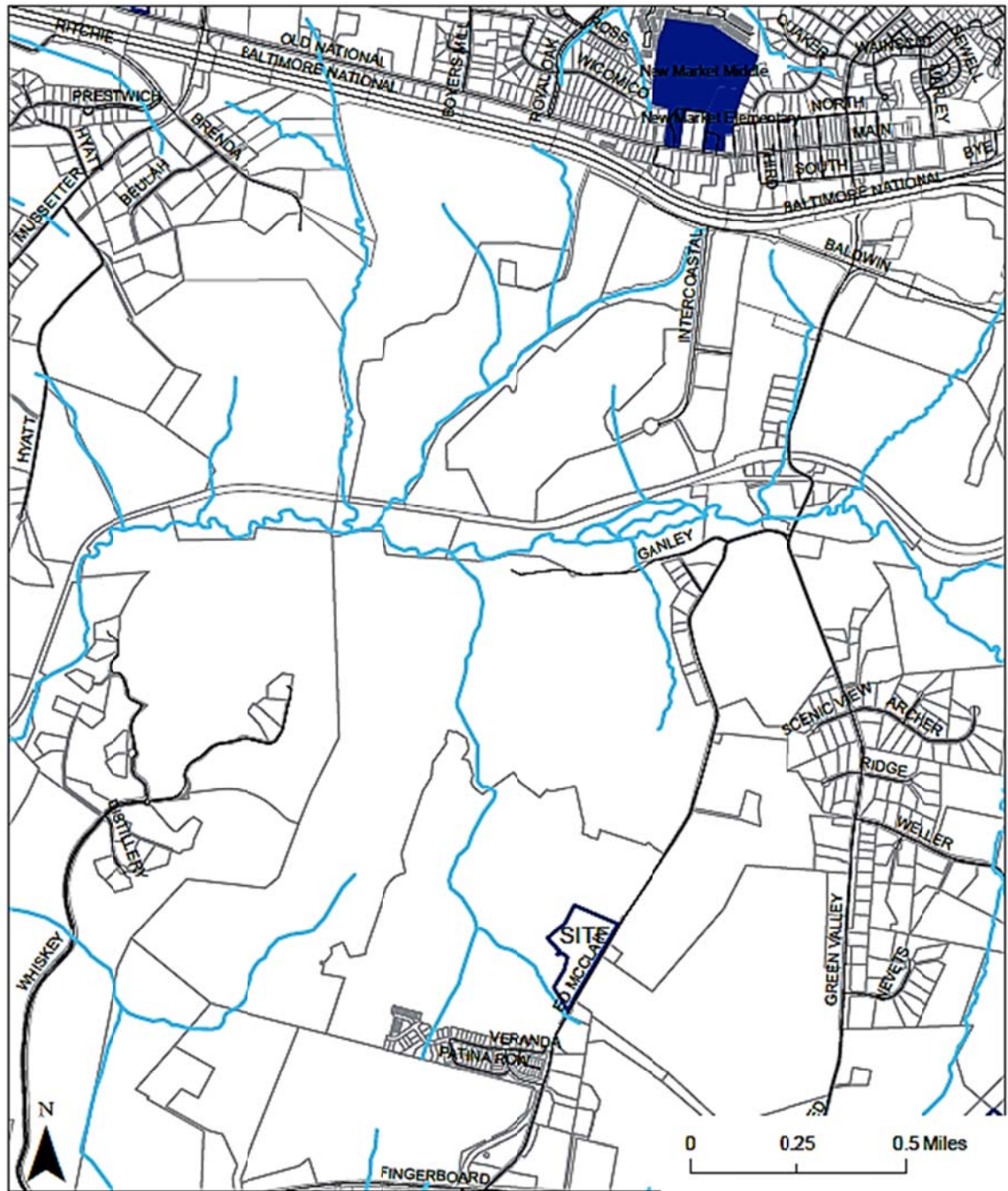
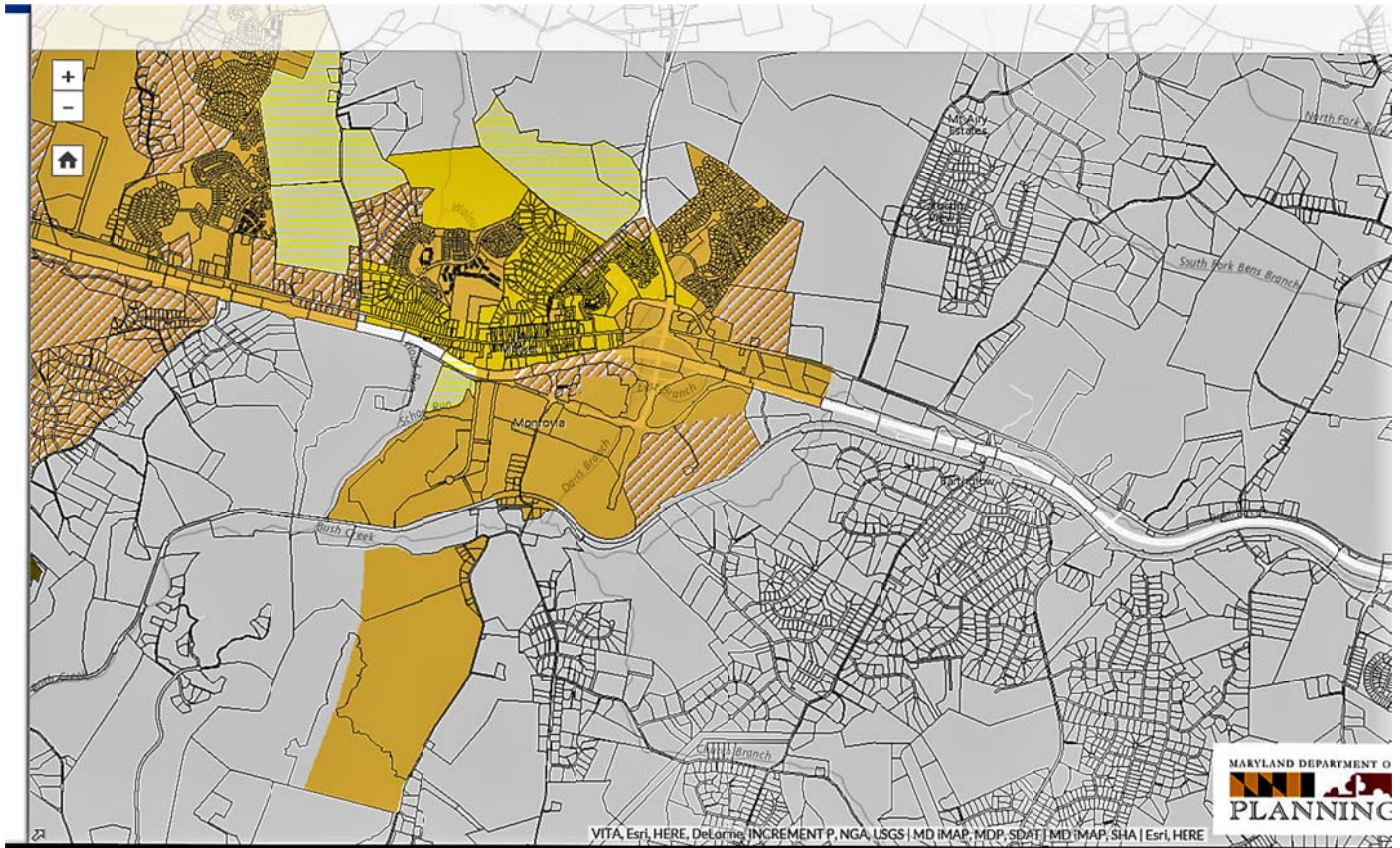


Figure 2 - Vicinity Map:

### Vicinity Map - Landsdale Area Elementary School



**Figure 3 - PFA Map:**



**Figure 4 - Site Map:**



**SECTION V - APPROVAL OF PROPERTY TRANSFER**

**A. FACILITIES STATUS CHANGE SUMMARY**

1. LEA: Cecil County Public Schools  
School/Building: Board of Education Central Offices  
201 Booth Street, Elkton, MD 21921
2. Building data:
  1. State Rated Capacity N/A
  2. Building sq. ft. N/A
3. Site data:
  - a. Size: 9.16 acres
  - b. Acres involved in transaction: 2.38
4. Original construction date: N/A  
Additions: N/A Renovations: N/A
5. Proposed change or reuse:  
Property Transfer: On July 11, 2016 the Cecil County Board of Education (CCBOE) approved the transfer of the 2.38 acres of the undeveloped portion of the CCBOE Central Office property to the Cecil County Government.
6. IAC and BPW approval history:
  1. IAC 1 \_\_\_\_\_
  2. IAC 2 \_\_\_\_\_
  - c. BPW 1 \_\_\_\_\_
  - d. BPW 2 \_\_\_\_\_
7. State investment in building and/or site? NO
8. Outstanding State bond debt?  
Pre February: \$ N/A Post February 1, 1971: N/A  
Pay-off dates for bond sales involved: N/A
9. Additional comments and recommended IAC action.  
The Cecil County Government had requested the CCBOE transfer a portion of the Booth Street headquarters as surplus property so it may be conveyed to Cecil County. The County Government intends to transfer the land to the Town of Elkton for youth recreational purposes.

Motion:

TO RECOMMEND TO THE BOARD OF PUBLIC WORKS APPROVAL OF THE TRANSFER OF THE 2.38 ACRE SITE OF CENTRAL OFFICE PROPERTY LOCATED AT 201 BOOTH STREET, ELKTON, MD 21921 TO THE CECIL COUNTY GOVERNMENT BY THE CECIL COUNTY BOARD OF EDUCATION; AND TO RECOMMEND APPROVAL TO THE BOARD OF PUBLIC WORKS THE TRANSFER OF THE PROPERTY FROM CECIL COUNTY GOVERNMENT TO THE TOWN OF ELKTON.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:					
	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**B. FACILITIES STATUS CHANGE SUMMARY**

1. LEA: Cecil County Public Schools  
School/Building: Board of Education Central Offices  
203 Booth Street, Elkton, MD 21921
2. Building data:
  1. State Rated Capacity: N/A
  2. Building sq. ft. 14,725
3. Site data:
  - a. Size: 9.16 acres
  - b. Acres involved in transaction: .7191
4. Original construction date: 1925  
Additions: N/A Renovations: N/A
5. Proposed change or reuse:  
Property Transfer: On July 11, 2016 the Cecil County Board of Education (CCBOE) decided that the Maintenance and Operations building is no longer needed for school purposes as the maintenance operations have been moved to a new location. The CCBOE notified the County Government of its intent to transfer the property. The future use is unknown at this time.
6. IAC and BPW approval history:
  1. IAC 1 \_\_\_\_\_
  2. IAC 2 \_\_\_\_\_
  - c. BPW 1 \_\_\_\_\_
  - d. BPW 2 \_\_\_\_\_
7. State investment in building and/or site? No
8. Outstanding State bond debt?  
Pre February: \$ N/A Post February 1, 1971: N/A  
Pay-off dates for bond sales involved: N/A
9. Additional comments and recommended IAC action.  
The Maintenance and Operations building sits on .7191 acres of the larger 9.16 acre parcel shared with the CCBOE Central Offices.

Motion:

TO RECOMMEND TO THE BOARD OF PUBLIC WORKS APPROVAL OF THE TRANSFER OF THE .7191 ACRE PARCEL AND BUILDING THEREON, KNOWN AS THE CECIL COUNTY BOARD OF EDUCATION MAINTENANCE AND OPERATIONS BUILDING, LOCATED AT 203 BOOTH STREET, ELKTON, MD 21921 TO THE CECIL COUNTY GOVERNMENT.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:					
	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**C. FACILITIES STATUS CHANGE SUMMARY**

1. LEA: Carroll County Public Schools  
School/Building: Charles Carroll Elementary School  
3719 Littlestown Park  
Westminster, Maryland 21158
  
2. Building data:
  1. State Rated Capacity 320
  2. Building sq. ft. 43,700
3. Site data:
  - a. Size: 13.79 acres
  - b. 13.79 acres involved in transaction
  
4. Original construction date: 1929  
Additions: 1950 and 1973 Renovations: \_\_\_\_\_
  
5. Proposed change or reuse:  
To transfer the Charles Carroll Elementary School to the Carroll County Government. The proposed future use of the school property is undetermined at this time.
  
6. IAC and BPW approval history:
  1. IAC 1 \_\_\_\_\_
  2. IAC 2 \_\_\_\_\_
  - c. BPW 1 \_\_\_\_\_
  - d. BPW 2 \_\_\_\_\_
  
7. State investment in building and/or site? \$ 1,075,537
  
8. Outstanding State bond debt? \$109,003.35 (as of 8/1/2016)  
Pre February 1, 1971: \$ N/A Post February 1, 1971: \$109,003.35  
Pay-off dates for bond sales involved:  
08/01/2019, 08/01/2019, 08/01/2020
  
9. Additional comments and recommended IAC action.  
The Carroll County Board of Education (CCBOE) formed the Superintendent's Boundary Adjustment Committee (BAC) in 2015 to produce a report that outlined various school closure and redistricting options specifically to address declining enrollment in the county.  
Discussions centered around the need for the school system to balance enrollment across the remaining school system, limit the impact of the school closure on the students, take into consideration the replacement of regional programs and examine potential transportation impacts. On December 9, 2015, the CCBOE approved the recommendations of the BAC for the closure and transfer of Charles Carroll Elementary School to the Carroll County Government.  
  
The closings of this school and two others were appealed to the Maryland State Board of Education. On June 28, 2016 the State Board affirmed the local school board's decision to close the school.

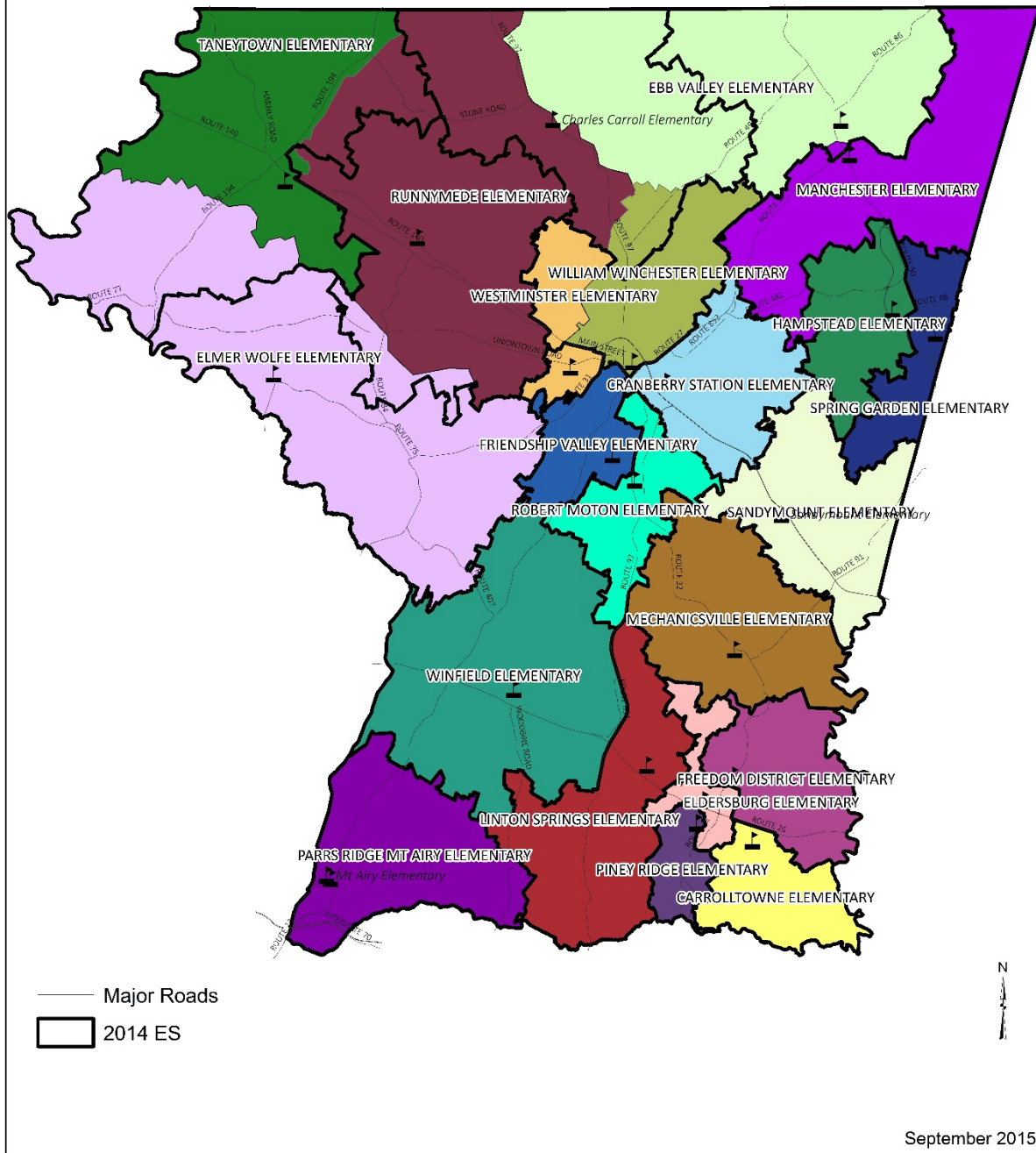
Motion:

TO RECOMMEND TO THE BOARD OF PUBLIC WORKS APPROVAL OF THE TRANSFER OF THE CHARLES CARROLL ELEMENTARY SCHOOL LOCATED AT 3719 LITTLESTOWN PIKE, WESTMINSTER, MARYLAND 21158 TO THE CARROLL COUNTY GOVERNMENT, WITH THE AGREEMENT THAT THE COUNTY GOVERNMENT WILL ASSUME THE STATE OUTSTANDING DEBT SERVICE IN THE AMOUNT OF \$109,003.35, ON THE SCHEDULED DATES PROVIDED BY THE STATE TREASURE'S OFFICE.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:					
	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Superintendent's Final Plan 3 Schools New ES Boundary with 2014 ES Boundary Overlay

Close Charles Carroll ES, New Windsor MS, North Carroll HS



**D. FACILITIES STATUS CHANGE SUMMARY**

1. LEA: Carroll County Public Schools  
School/Building: North Carroll High School  
1400 Panther Drive  
Hampstead, Maryland 21074
  
2. Building data:
  1. State Rated Capacity 1,159
  2. Building sq. ft. 233,800
  
3. Site data:
  - a. Size: 52 acres
  - b. 52 acres involved in transaction
  
4. Original construction date: 1976  
Additions: 1986 Renovations: \_\_\_\_\_
  
5. Proposed change or reuse:  
To transfer the North Carroll High School to the Carroll County Government. The proposed future use of the school property is undetermined at this time.
  
6. IAC and BPW approval history:
  1. IAC 1 \_\_\_\_\_
  2. IAC 2 \_\_\_\_\_
  - c. BPW 1 \_\_\_\_\_
  - d. BPW 2 \_\_\_\_\_
  
7. State investment in building and/or site? \$10,360,196
  
8. Outstanding State bond debt? \$414,222.30 (as of 8/1/2016)  
Pre February 1, 1971: \$ N/A Post February 1, 1971: \$414,222.30  
Pay-off dates for bond sales involved:  
8/1/2019, 08/01/2020, 08/01/2029
  
9. Additional comments and recommended IAC action.  
The Carroll County Board of Education (CCBOE) formed the Superintendent's Boundary Adjustment Committee (BAC) in 2015 to produce a report that outlined various school closure and redistricting options specifically to address declining enrollment in the county.  
Discussions centered around the need for the school system to balance enrollment across the remaining school system, limit the impact of the school closure on the students, take into consideration the replacement of regional programs and examine potential transportation impacts. On December 9, 2015, the CCBOE approved the recommendations of the BAC for the closure and transfer of North Carroll High School to the Carroll County Government.  
The closings of this school and two others were appealed to the Maryland State Board of Education. On June 28, 2016 the State Board affirmed the local school board's decision to close the school.

**SECTION V - APPROVAL OF PROPERTY TRANSFER – cont'd**

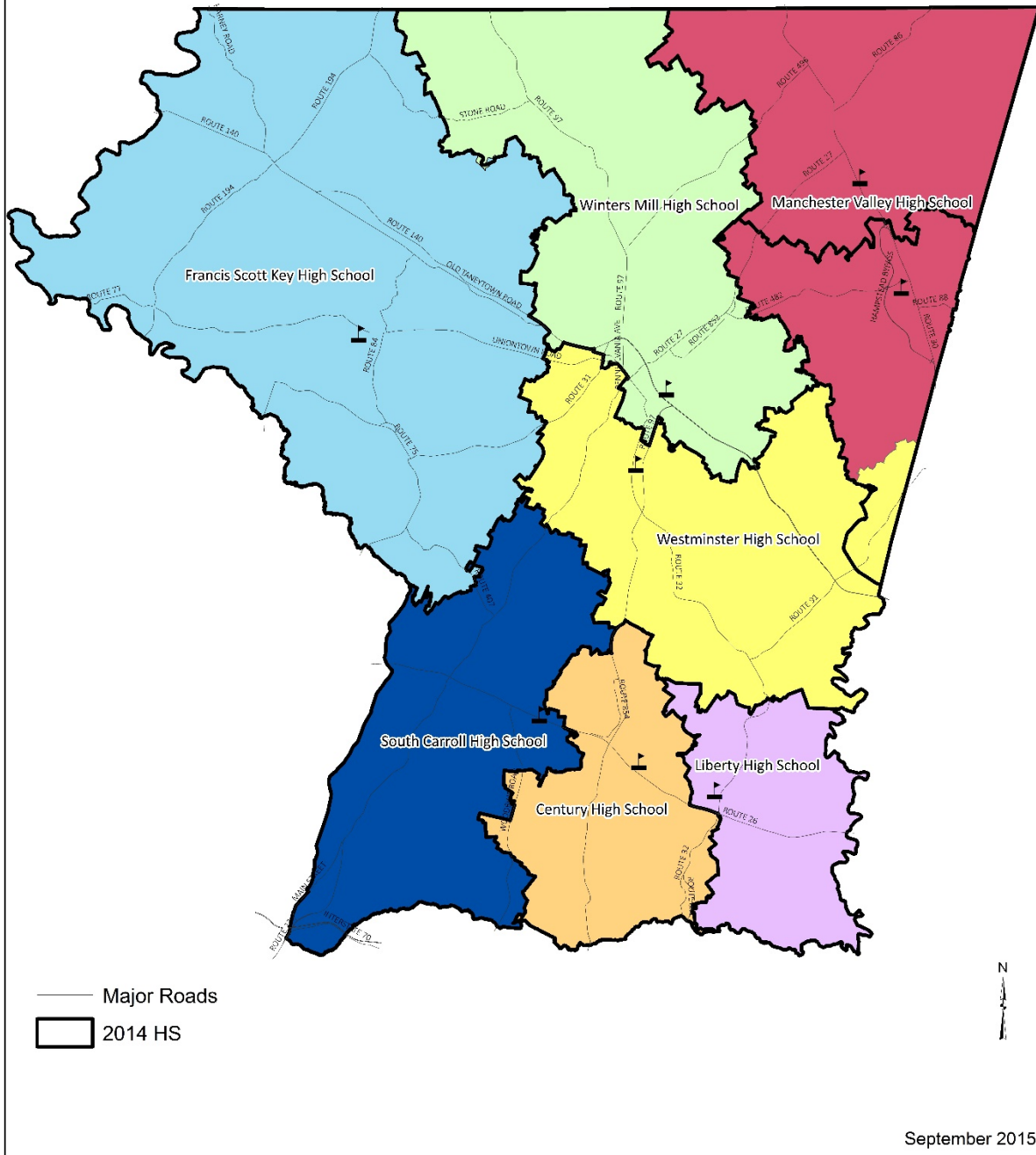
Motion:

TO RECOMMEND TO THE BOARD OF PUBLIC WORKS APPROVAL OF THE TRANSFER OF THE NORTH CARROLL HIGH SCHOOL LOCATED AT 1400 PANTHER DRIVE, HAMPSTEAD, MARYLAND 21074 AND TO THE CARROLL COUNTY GOVERNMENT, WITH THE AGREEMENT THAT THE COUNTY GOVERNMENT WILL ASSUME THE STATE OUTSTANDING DEBT SERVICE IN THE AMOUNT OF \$414,222.30, ON THE SCHEDULED DATES PROVIDED BY THE STATE TREASURE'S OFFICE.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:					
	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Superintendent's Final Plan 3 Schools New HS Boundary with 2014 HS Boundary Overlay

Close Charles Carroll ES, New Windsor MS, North Carroll HS



**A. AUDIT EXCEPTIONS**

**1. Allegany County**

An audit was conducted in Allegany County on State funds received under the Public School Construction Program.

There are no back charges to Allegany County as a result of this audit.

Motion:

TO APPROVE THE AUDIT FINDINGS AS NOTED ABOVE FOR ALLEGANY COUNTY PUBLIC SCHOOLS.

**2. Garrett County**

An audit was conducted in Garrett County on State funds received under the Public School Construction Program.

We administered a "Cash Disbursement Test" and noted 3 invoices were paid beyond 25 calendar days of what appeared to be a properly executed invoice. This is a violation of Section 306.1 (B) *Finance* of PSCP's Administrative Procedures Guide. However, we tested more than 43 invoices and checks. We determined that 3 late payments were immaterial and did not document them in our final audit report.

We discussed the late payments with LEA personnel and they agreed to make more of a concerted effort to pay all invoices within 25 days from receipt.

There are no back charges to Garrett County as a result of this audit.

Motion:

TO APPROVE THE AUDIT FINDINGS AS NOTED ABOVE FOR GARRETT COUNTY PUBLIC SCHOOLS.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:						
	Approved	Disapproved	Deferred	Abstain	Recuse	
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mr. Ellington Churchill	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**B. PROJECT ALLOCATION REVERSIONS**

The following projects have been completed but the accounts have not been audited or closed. The amounts indicated are apparently in excess and are recommended for transfer to the statewide contingency accounts.

<u>Project Name</u>	<u>Project Number</u>	<u>Amount</u>
<u>ALLEGANY</u>		
Beall Elementary	01.002.2013 EEI	\$ 7,013
Eckhart Alternative	01.013.2013 EEI	1,276
Center for Career & Technical Education	01.027.2013 EEI	388
		<u>\$ 8,677</u>
 <u>ANNE ARUNDEL</u>		
Pershing Hill Elementary	02.060.2011	\$ 371
		<u>\$ 371</u>
 <u>CALVERT</u>		
Northern Middle	04.006.2014	\$ 885
Southern Middle	04.009.2014	1,910
		<u>\$ 2,795</u>
 <u>FREDERICK</u>		
Valley Elementary	10.018.2015	\$ 8,550
Brunswick Middle	10.055.2015	7,334
		<u>\$ 15,884</u>
 <u>PRINCE GEORGE'S</u>		
Buck Lodge Middle	16.094.2013	\$ 6,209
Doswell E. Brooks Elementary	16.224.2011	121,113
		<u>\$ 127,322</u>
 <u>WASHINGTON</u>		
Washington County Technical High	21.013.2015	\$ 77,488
		<u>\$ 77,488</u>
 <u>BALTIMORE CITY</u>		
#079 William Lemmel Middle	30.040.2011	\$ 182,360
#084 Thomas Johnson PK-8	30.044.2011	23,910
#046 Chinquapin Middle	30.206.2012 SA	8,700
#093 Professional Development Center	30.209.2013	37,452
#095 Franklin Square PK-8	30.243.2012 SA	40,797
		<u>\$ 293,219</u>
	<b>Total Reversion:</b>	<u>\$ 525,756</u>

**B. PROJECT ALLOCATION REVERSIONS - cont'd**

Motion:

TO APPROVE, SUBJECT TO FINAL AUDIT, THE REVERSION OF THE AMOUNTS IDENTIFIED ABOVE TO THE APPROPRIATE STATEWIDE CONTINGENCY ACCOUNTS.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:					
	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**D. REPORT ON CLOSED PROJECTS**

The projects listed below have received final audit and State funding shall be as follows:

<u>Project Name</u>	<u>Project Type</u>	<u>Approved Contracts Form 306.6</u>	<u>Final Project Cost</u>
<u>ALLEGANY</u>			
1. Beall Elementary 01.002.2013 EEI	Lighting	137,987	<u>\$ 137,987</u>
2. Eckhart Alternative Elementary 01.013.2013 EEI	Lighting	61,724	<u>\$ 61,724</u>
3. Center for Career & Tech Education 01.027.2013 EEI	Lighting	119,612	<u>\$ 119,612</u>
<u>ANNE ARUNDEL</u>			
4. Chesapeake High 02.012.2013 EEI	Lighting	14,000	<u>\$ 14,000</u>
5. Meade High 02.013.2013 EEI	Lighting	15,000	<u>\$ 15,000</u>
6. Pershing Hill Elementary 02.060.2010 02.060.2011	Replacement	3,043,492 1,419,495	<u>\$ 4,462,987</u>
<u>CALVERT</u>			
7. Northern Middle 04.006.2013 EEI 04.006.2014	Lighting	37,000 45,115	<u>\$ 82,115</u>
8. Southern Middle 04.009.2013 EEI 04.009.2014	Lighting	50,090 4,000	<u>\$ 54,090</u>
<u>FREDERICK</u>			
9. Valley Elementary 10.018.2015	Boiler	179,450	<u>\$ 179,450</u>
10. Twin Ridge Elementary 10.044.2016	Chiller	164,000	<u>\$ 164,000</u>

**D. REPORT ON CLOSED PROJECTS**

<u>Project Name</u>	<u>Project Type</u>	<u>Approved Contracts Form 306.6</u>	<u>Final Project Cost</u>
<u>FREDERICK - cont'd</u>			
11. Brunswick Middle 10.055.2011 10.055.2015	Roof	125,597 111,887	<b>\$ 237,484</b>
<u>MONTGOMERY</u>			
12. Takoma Park Middle 15.001.2013 EEI	Lighting	21,000	<b>\$ 21,000</b>
13. Takoma Park Elementary 15.081.2013 EEI	Lighting	15,000	<b>\$ 15,000</b>
14. Montgomery Knolls Elementary 15.088.2013 EEI	Lighting	7,000	<b>\$ 7,000</b>
15. Sherwood Elementary 15.107.2013 EEI	Lighting	18,000	<b>\$ 18,000</b>
16. Walt Whitman High 15.134.2013 EEI	Lighting	60,000	<b>\$ 60,000</b>
17. Stone Mill Elementary 15.157.2013 EEI	Lighting	36,000	<b>\$ 36,000</b>
18. Montgomery Blair High 15.171.2013 EEI	Lighting	49,000	<b>\$ 49,000</b>
19. John F. Kennedy High 15.172.2013 EEI	Lighting	39,000	<b>\$ 39,000</b>
20. Springbrook High 15.186.2013 EEI	Lighting	79,000	<b>\$ 79,000</b>
21. Kemp Mill Elementary 15.227.2013 EEI	Lighting	21,000	<b>\$ 21,000</b>
22. Argyle Middle 15.231.2013 EEI	Lighting	13,000	<b>\$ 13,000</b>

**D. REPORT ON CLOSED PROJECTS**

<u>Project Name</u>	<u>Project Type</u>	<u>Approved Contracts Form 306.6</u>	<u>Final Project Cost</u>
<u>PRINCE GEORGE'S</u>			
23. Buck Lodge Middle 16.094.2013	Roof	1,636,791	<b>\$ 1,636,791</b>
24. Doswell E. Brooks Elementary 16.224.2008 16.224.2010 16.224.2011	Renovation/Addition	281,912 1,607,251 2,016,724	<b>\$ 3,905,887</b>
<u>WASHINGTON</u>			
25. Washington County Technical High 21.013.2013 21.013.2015	Roof Top Unit	190,664 1,462,423	<b>\$ 1,653,087</b>
26. Funkstown Elementary 21.051.2013 21.051.2013 EEI 21.051.2014	HVAC/Ceiling/Lighting	179,000 117,000 412,000	<b>\$ 708,000</b>
<u>BALTIMORE CITY</u>			
27. #079 William H. Lemmel Middle 30.040.2011 30.040.2011 QSCB	Roof	32,195 858,880	<b>\$ 891,075</b>
28. #084 Thomas Johnson Elementary 30.044.2011	Roof	594,115	<b>\$ 594,115</b>
29. #066 Mt. Royal Elementary/Middle 30.069.2013	Elevator	264,000	<b>\$ 264,000</b>
30. #046 Chinquapin Middle 30.206.2012 SA	Bathroom Renovation	19,300	<b>\$ 19,300</b>
31. #093 Professional Development Center 30.209.2011 30.209.2013	Fire Safety	303,983 1,194,086	<b>\$ 1,498,069</b>
32. #095 Franklin Square PK-8 30.243.2012 SA	Plumbing	7,203	<b>\$ 7,203</b>

**D. REPORT ON CLOSED PROJECTS**

<u>Project Name</u>	<u>Project Type</u>	<u>Approved Contracts Form 306.6</u>	<u>Final Project Cost</u>
BALTIMORE CITY - cont'd			
33. #400A Edmondson High 30.246.2013	Elevator	288,000	
			<b>\$ 288,000</b>

Motion:

TO APPROVE THE FINAL PROJECT COSTS AS REFLECTED ABOVE AND TO REMOVE THE PROJECTS FROM THE DETAILED FINANCIAL REPORT.

IAC ACTION: THE ABOVE REFERENCED ITEMS WERE:					
	Approved	Disapproved	Deferred	Abstain	Recuse
Dr. Karen Salmon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Wendi Peters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ellington Churchill, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Barbara Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Bohanan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**SECTION VIII – INFORMATION**

**C. Change Name/Educational Function**

<u>LEA</u>	<u>SCHOOL</u>	<u>NEW NAME/NEW FUNCTION</u>	<u>EFFECTIVE DATE</u>
Carroll County	New Windsor Middle	School Closure due to declining enrollments. The Board of Education of Carroll County will Maintain possession for possible future use.	July 1, 2016

NOTE: The closings of this school and two others were appealed to the Maryland State Board of Education. On June 28, 2016 the Board affirmed the local school board's decision to close the school.